

# HAYHA Board Meeting

Meeting Date: February 17, 2026, 05:25 pm

## Attendees:

**Board:** Chad, Scott, Chuck, Joe, Adrienne (virtual), Mike (virtual), Melissa, James

**Board adjacent:** Cory Whitmore (Tournament Coordinator), Lance Wilson (Registrar), Ashlee Sheridan (Registrar in waiting), Rachel Schanz (Treasurer)

**Rink:** Jed Snyder

**General Attendance:** Stacy Knierim

## General Summary

- Expense Analysis Focus: Board reviewed non-parent coach reimbursements and tournament costs for better budgeting and financial sustainability.
- Scholarship Fund Initiative: New fund proposed to assist with hockey registration and equipment costs, funded through community donations.
- Puck Management Cost: Annual loss of \$4,000 due to puck removal by coaches; communication with coaches to improve management.
- Jamboree Revenue Success: Generated over \$10,000, including \$5,000 from donations; positive feedback received despite challenges.
- Governance Revisions: Proposed changes include voting rights for volunteers, officer term limits, and enhanced financial controls for transparency.

## Notes

**Motion to approve January meeting minutes – Joe. 2<sup>nd</sup> – Melissa. Motion passed unanimously. (not present for vote, Mike, Melissa, Sabrina)**

**Motion to approve reserving ice for the HAYHA summer program in the months of June and July – Joe. 2<sup>nd</sup> – James. Motion passed unanimously.**

**Motion to approve refunding 2/3 of the second session player registration fee (\$375) to a 14U player who has missed significant time due to injury - Chuck. 2<sup>nd</sup> – James. Motion passed 5 -2. (yes – Scott, Chuck, James, Adrienne, Mike. No – Joe, Melissa)**

## Financial and Expense Analysis

- Motion to approve \$709.99 for shooter tutors and practice cones. Chuck. 2<sup>nd</sup> – Adrienne. Motion passed unanimously. (not present for vote, Mike, Melissa, Sabrina)
- The board prioritized a detailed review of current expenses, especially non-parent coach reimbursements and tournament costs, to ensure financial sustainability and informed future budgeting (00:00).
- Expense Breakdown Initiative (00:00)
- Requested analysis on total spending per team for tournaments included in registration fees.
- Aim to separate mandatory player costs (ice time, jerseys, socks, tournaments) from optional extras like shooter tutors or gym usage.
- Intention is to assess if operations yield enough surplus to fund additional resources without risking deficits.
- Reimbursement and Cost Tracking Concerns (01:16)
- Highlighted need to track expenses on non-parent coach travel and tournament fees per team for budgeting accuracy.
- Requested clear differentiation between hard costs (mandatory expenses) and soft costs (extras) to evaluate value and affordability of supplemental purchases.
- Venmo and Expense Reporting Challenges (01:20)
- Difficulty tracking Venmo transactions due to inconsistent memo details and payout timing affects bank reconciliation.
- Proposed regular transfers of Venmo balances to bank accounts before payments to improve financial clarity.
- Expensify software automates bill payments; board confirmed this process streamlines expense tracking.
- Credit Card Approval and Benefits (01:26)
- Motion to Approve new Bank of America credit card with 1.5% cash back and no annual fee, replacing Wells Fargo card, which is ineffective for nonprofits – Joe. 2<sup>nd</sup> – Adrienne. Motion passed unanimously
- Expected to improve financial transactions and generate cash back for tournaments and other expenses.

## Scholarship Fund Development

- A new scholarship fund proposal aims to expand access to hockey by addressing high equipment and registration costs, supported by committed initial funding and community involvement (12:20).
- Scholarship Fund Concept and Initial Funding (12:20)
- Stacy Kanira introduced plan to fund a general scholarship pool for registration and equipment costs for all age groups.
- Initial funding to come from personal contributions with plans to build community donations and fundraising events.
- Emphasis on acquiring gently used equipment and establishing a checkout system to maintain inventory.
- Nonprofit Status and Governance Planning (15:19)
- Exploring options to formalize the scholarship as a nonprofit entity, potentially partnering with existing organizations like AHA or Montana Community Foundation.
- Recognized need for confidentiality and secure handling of applicants' financial documents.
- Plan to form a scholarship committee for impartial awarding decisions to avoid bias.
- Community and Board Support (18:19)
- Board members and community leaders expressed strong support, with potential substantial donations pledged (e.g., Jed's tens of thousands).
- Discussion included avoiding equipment inventory challenges by possibly funding equipment rentals through Play It Again Sports.
- Coordinating fundraising efforts to avoid overlapping asks to community businesses.
- Next Steps and Collaboration (22:02)

- Board committed to connecting Stacy with other local scholarship initiatives and fundraising resources.
- Emphasized intention to collaborate closely with AHA and community partners to successfully launch and sustain the fund.

## Operational and Event Updates

- Key operational concerns included equipment loss, tournament planning, and summer programming, with focus on improving resource management and scheduling efficiency (26:26).
- Puck Loss and Cost Control (26:26)
- Significant loss of pucks costing about \$4,000 annually attributed to coaches taking pucks to tournaments.
- Board decided to reinforce communication with coaches via age reps to prevent puck removal and reduce excessive costs.
- Considered exploring improved puck management solutions for next season.
- Tournament Logistics and Scheduling (33:14)
- Discussed maintaining the jamboree due to its revenue importance but considered adding a state tournament for 12U or 14U with adjusted scheduling to avoid conflicts with Bighorn hockey.
- Plans to finalize bids for state tournaments in fall, balancing schedule with local hockey events.
- Summer ice programming scheduled for June 1 to July 17 with proposed sessions split by age groups; board approved intent to book ice with flexibility on specific days.
- Referee and Conduct Issues (42:34)
- Addressed a SafeSport investigation related to a 14U player incident, with plans for team manager to communicate with parents about possible contacts to reduce misinformation.
- Discussed referee concerns including a complaint about possible biased officiating, resolved through Maha's referee chief.
- Jamboree Financials and Donations (02:02)
- Jamboree generated just over \$10,000 in revenue, with more than \$5,000 from raffle baskets and donations, including a \$1,500 contribution from Blue Cross.
- Despite illness and some challenges, overall event success noted with positive feedback on organizational efforts.

## Governance and Policy Revisions

- The board reviewed proposed changes to bylaws and governance processes to improve organizational structure, election fairness, and operational clarity (02:20).
- Voting Rights Expansion (02:20)
- Proposed bylaws amendment to grant voting rights to registered volunteers without children in the program, allowing one vote per volunteer.
- Clarified that parents with children receive one vote per child; volunteers without children get one vote for themselves.
- Discussion confirmed feasibility of identifying volunteers through Crossbar for election system inclusion.
- Election Process Formalization (02:44)
- Suggested new officer election procedure involving anonymous nominations and voting rounds to encourage broader participation and reduce informal dominance.
- President election prioritized first to establish leadership before other officer elections.
- Aim to standardize process for future boards to ensure transparency and fairness.
- Officer Term Limits and Executive Committee Composition (02:47)
- Introduced a limit of three consecutive years for the same person serving as president, with option to return after a break.

- Clarified officers as president, vice president, secretary, and SafeSport disciplinary director; executive committee to include officers plus one at-large member for odd-number voting balance.
- Discussed implications of auxiliary YETI board position and its relationship to executive committee roles, maintaining current non-voting status.
- Motion to create a board appointed position to represent Yeti – Joe. 2<sup>nd</sup> – Chuck. Motion passed unanimously.
- Attendance and Removal Policies (02:31)
- Reinforced requirement that directors attend at least 75% of scheduled board meetings, with removal considered by majority vote if unmet.
- Emphasized virtual attendance counts toward presence, allowing flexibility for members with travel or other commitments.
- Subcommittee Documentation and Reporting (02:56)
- Bylaws updated to require subcommittees to keep meeting minutes and provide reports to the board monthly or as needed, enhancing transparency and record-keeping.
- Subcommittee secretary role to be assigned from within the committee, not necessarily the board secretary.
- Financial Controls and Separation of Duties (02:57)
- Clarified that treasurer may not both reconcile bank transactions and sign checks; if treasurer performs accounting, only president or vice president signs checks.
- Maintains internal control to prevent conflicts and ensure proper financial oversight.
- Annual Meeting Notice Reduction (02:53)
- Reduced required notice for annual membership meetings from 30 days to 15 days to allow more flexible scheduling post-fiscal year-end.
- Confirmed compliance with nonprofit regulations and planned legal review before final adoption.

## Program and Team Updates

- Division reports highlighted tournament outcomes, team cohesion concerns, and volunteer coordination with attention to maintaining positive player experiences and operational efficiency (01:55).
- Girls and House Division Updates (01:55)
- Girls 14U and 19U teams advancing in state tournaments; 14U finished last with some key players absent, 19U qualified after tiebreaker.
- Addressed parental concerns about referees with ties to opposing teams; acknowledged referee shortages and standard practice of local officials officiating state games.
- House division prepared for upcoming tournaments with logistical support for equipment and baskets.
- Tournament Team Cohesion and Team Size (02:13)
- Coaches noted challenges when tournament teams split from TSL teams, impacting team chemistry and player development.
- Consensus to keep tournament teams intact with TSL teams to enhance cohesion; smaller team sizes increased ice time and growth opportunities.
- Acknowledged trade-offs with short bench situations due to player illness or absence.
- Volunteer Engagement and Fundraising Coordination (02:08)
- Emphasized importance of volunteer support in tournaments, including high school involvement in refereeing and event tasks.
- Raised concern over repeated fundraising requests to same businesses; acknowledged need for coordinated outreach to prevent donor fatigue.
- Noted recent tightening of alcohol policies affecting sponsorships from casinos and bars.
- Awards and Recognition Maintenance (02:11)
- Discussed missing state champion banners and plaques, with plans to recover and standardize display of awards.

- Responsibility assigned to locate past records and manage consistent recognition moving forward.
- Year-End Financial and Tournament Wrap-Up (02:28)
- Corey Whitmore to provide detailed tournament participation and spending reports for year-end review.
- Appreciation expressed for Corey's contribution to jamboree scheduling and overall coordination; board supportive of continuing the tournament director role.

### Tryout Scheduling and Registration Changes

- The board is considering shifting tryout dates and registration timing to better fit family schedules and program needs.
- Two-step tryout and registration shift proposed to ease transition and reduce pushback (00:01)
- First step: move registration earlier this year without changing tryouts
- Second step: change tryout timing the following year with a full year's notice
- Speaker stressed the need for flexibility and grace in the first year due to pushback
- This phased approach allows families to plan vacations and reduces resistance to change
- Tryout timing options debated with August and early September favored (00:02)
- Early August (first week) proposed to avoid conflicts with hockey camps and ice availability
- Concerns with overlapping high school football and other sports practices in August and September
- August 15th marks official high school practice start; affects practice scheduling
- Board acknowledged no perfect solution but prioritized earlier dates for program clarity
- Separate tryouts for high school and younger age groups proposed to manage logistics better (00:12)
- High school tryouts could remain in September this year, with younger groups moving to August
- Plan to shift high school tryouts to August next year to align with younger groups
- Separating age groups reduces evaluator overload and scheduling conflicts
- This staged adjustment aims to improve evaluation quality and family planning
- Communication timeline emphasized to avoid late notice and confusion (00:14)
- Board agreed to finalize decisions before the March meeting to inform members early
- Late July announcements for August tryouts seen as too late and likely to cause backlash
- Discussion to continue via email and potentially a special session for final decision
- Commitment to sticking with decided dates to provide consistency to families and coaches

### Ice Availability and Facility Conditions

- Facility conditions and ice availability are critical factors shaping tryout scheduling options.
- Ice availability limits tryouts to early August or late August weeks due to hockey camps and ice removal schedules (00:04)
- August weeks after first are mostly occupied by hockey camps or ice removal
- Facility recently installed permanent ice system to improve ice quality over last summer
- Plans to add additional dehumidification system to maintain ice quality during summer
- These upgrades reduce risks of poor ice impacting tryout quality in August
- Humidity and ice quality concerns discussed but expected to improve with upgrades (00:07)
- Humidity cited as a past cause of ice melting issues, but recent rains were not problematic
- Permanent system replaced temporary one, expected to match or exceed last year's performance
- Additional heat recovery ventilator system planned to further stabilize rink conditions
- These improvements support earlier tryouts without compromising ice quality
- Scheduling tryouts when ice is best aligns with facility constraints and player needs (00:04)
- Early August tryouts maximize ice availability and avoid clashes with major camps
- Balancing ice use ensures younger and high school players get fair practice time
- Facility constraints make June or July tryouts impractical due to ice and camp overlaps

- Ice scheduling is a key limiting factor in determining earliest feasible tryout dates

## High School Sports Conflicts and Impact

- High school sports seasons and practices complicate the timing of tryouts and require careful coordination.
- Overlap with football, cross country, and soccer practices creates scheduling challenges (00:03)
- Football and soccer coaches have concerns about conflicting practices in August and September
- Official high school practices cannot start before August 15th, but some unofficial training happens earlier
- Tryouts in early August or September mean players must juggle multiple sports commitments
- Board discussed minimizing missed official practices by scheduling tryouts at less critical times
- Debate whether missing captain's practices or official coach practices is preferable (00:08)
- Some prefer players miss less critical captain practices rather than official coach practices
- This distinction affects tryout timing preferences with a view to minimizing impact on team cohesion
- Consensus that exact solution is not urgent but should be considered for future scheduling
- The aim is to respect high school sport commitments while accommodating tryouts
- Recognition that August and September tryouts both face similar high school sport conflicts (00:08)
- Football season starts in August, so conflicts persist regardless of exact tryout week
- Board members agreed that some trade-offs are unavoidable due to overlapping sports seasons
- Emphasis on clear communication and consistent scheduling to help families plan around conflicts
- Approach focuses on balancing competing demands rather than eliminating conflicts entirely

## Decision-Making and Member Communication

- The board is focused on making a firm tryout schedule decision soon to improve planning and member satisfaction.
- Firm tryout dates needed to help coaches and families plan ahead (00:09)
- Board agreed on setting a "no later than" date for registration and tryouts annually
- Earlier tryouts help tournament directors and coaches finalize teams and schedules sooner
- Maintaining consistent dates year-to-year reduces confusion and frustration
- Jamie emphasized the benefits of earlier team declarations for tournament planning
- Member feedback will be gathered but final decision rests with the board (00:13)
- Coaches will be polled for input but it will not determine final decision
- Board aims to filter out resistance based on simple change aversion versus valid concerns
- Current feedback from returning coaches and families informs timing preferences
- The board plans to balance feedback with overall program best interests
- Timeline set to finalize decisions before March meeting to allow early communication (00:14)
- Board wants to avoid late announcements that cause confusion and backlash
- If needed, a special session will be called to finalize decisions quickly
- Early clarity helps families plan vacations and commitments well in advance
- Board committed to confidence and consistency in their final tryout schedule choice
- Ongoing discussion planned through email and possible quick follow-up meetings (00:14)
- Email thread to continue discussion on tryout timing and registration changes
- Quick special meeting possible to approve final decision once consensus emerges
- This approach allows thoughtful input without delaying communication flow
- Ensures all voices can be heard while maintaining decision momentum

# HAYHA Executive Committee Board Meeting

**Meeting Date: February 04, 2026, 04:30 pm**

**Board: Chad, Chuck, Joe, Scott**

**Board adjacent: Rachel Schanz (Treasurer)**

## General Summary

- **Credit Card Evaluation:** Board considering new Bank of America card with 1.5% cash back; replacing Wells Fargo card.
- **At-Large Member Addition:** Fifth at-large member to enhance decision-making; included in upcoming bylaw revisions.
- **Donation Verification:** Incoming checks worth \$3,000 need clarification on source; funds to general fund if undetermined.
- **Player Conduct Forms:** Team managers approved to streamline compliance; executive committee responsible for timely approvals.
- **SafeSport Investigation:** Addressing coaching conduct concerns; non-disciplinary feedback encouraged to improve team environment.
- **Summer Ice Program:** Planned from July to September with limited availability; coaches sought for younger age groups to ensure support.

## Notes

### Board Financial and Administrative Decisions

- The board agreed to evaluate and potentially approve a new **Bank of America credit card offering 1.5% cash back with no caps and no annual fee**, pending confirmation of previous approval scope, aiming to replace the current Wells Fargo card with 2% cash back (02:37).
- **Scott Fanning** will verify if the prior credit card approval covers a different card with similar terms, and if not, a new approval motion will be sought at the February 17th meeting.
- Rachel Schanz will send detailed credit card information to the board for review.
- The credit card update aligns with optimizing financial benefits while maintaining no additional fees.
- The board will include the **fifth at-large board member in the executive committee**, enhancing decision-making bandwidth and achieving an odd number for voting, with marketing or fundraising communications suggested as a role to assign (06:27).
- Chad Senechal and others agreed this inclusion supports better committee function and workload distribution.
- This change will be incorporated in the upcoming bylaw revisions alongside other governance updates.
- Regarding **incoming donations and checks totaling \$3,000**, the board will clarify if funds received are donations or payments to ensure accurate fund allocation (03:55).
- Joe Baumgart will coordinate with Reagan and Melissa to confirm the source and purpose of the checks.
- If donations lack designation, funds will be added to the general fund.
- The board emphasized responsibility to verify funds to maintain transparency and proper accounting.
- The board confirmed that **board member interest announcements and application forms** will be updated and distributed by late February to promote recruitment effectively (10:22).
- Scott Fanning volunteered to draft an improved announcement based on last year's messaging, focusing on clearer role expectations and commitment levels.
- Chad Senechal and Joe Baumgart will locate prior materials to guide the update.
- The timeline aims for applications through March with ratification in the March board meeting and new members joining in April.

## Policy and Compliance on Game Records and Appeals

- The board decided **not to appeal the tie game ruling involving the 12U team**, citing previous support from MAHA leadership and concerns about precedent and timing (14:56).
- Joe Baumgart will represent the board at the upcoming MAHA meeting to address the fine and advocate for annual guide clarifications.
- The existing tie will be confirmed on MAHA standings, with Joe tasked to ensure official records reflect the tie instead of a loss (16:50).
- The decision balances fairness to players and organizational resources.
- The board agreed to clarify **check signing and payment procedures during upcoming out-of-town absences**, ensuring continuity despite limited signers (19:20).
- Rachel Schanz remains the primary signer, but Joe Baumgart and Chad Senechal hold delegated authority per bylaws, pending updates for flexibility.
- Melissa has cash and apparel funds for the jamboree and can be reimbursed if she advances payments.
- The group will document any emergency payments made by individuals to maintain audit trails.
- The board reviewed **document approval workflows for player conduct forms**, endorsing team managers to approve forms to streamline compliance with MAHA requirements (22:49).
- Chad Senechal and Scott Fanning will approve outstanding forms to unlock manager access.
- Executive committee members will share responsibility for timely approvals, improving operational efficiency.
- This process ensures all signed forms are available for state registration and MAHA compliance.

## SafeSport Concerns and Coaching Conduct

- The board is addressing documented **SafeSport-related concerns involving the coaching staff and player conduct**, with disciplinary committee involvement imminent (25:54).
- Chuck Denowh is leading the investigation into locker room allegations and inappropriate text messages shared among players outside official channels (27:59).
- To avoid conflicts of interest, Scott Fanning will be a non-voting member of the disciplinary committee but will provide insights as a witness (32:53).
- The committee plans to engage division head coach Will in leadership coaching and hold separate discussions with coaches Blake and Justin to address blind spots.
- Anti-retaliation policies will be emphasized, and evidence will be redacted cautiously to protect privacy without compromising disciplinary integrity.
- The board supports **non-disciplinary feedback to coaching staff** as a learning opportunity regardless of committee outcomes, aiming to improve team environment and leadership practices (28:55).
- This approach balances accountability with developmental support, fostering a safer and more respectful culture.
- Chuck Denowh will coordinate messaging with relevant parties and keep the executive committee informed.

## Membership Refund Requests and Policy Precedents

- The board recognized the complexity of **partial season refund requests**, specifically regarding a player who missed half the season but returned late (35:54).
- The current lack of formal policy makes decisions case-by-case, with concerns about setting a precedent for widespread pro-rated refunds.
- Chuck Denowh argued that this situation differs from typical injury refunds because the player rejoined, justifying consideration for a partial refund.
- The full board and age group representative will be involved in final decisions to balance fairness with operational consistency.
- The board is cautious about opening refund requests that could increase administrative load and complicate financial planning.

## Summer Ice Program Development and Scheduling

- The board is planning a **summer ice program starting in early July and running through mid-September**, focusing on limited ice availability and volunteer coaching support (39:32).
- Joe Baumgart confirmed coaches Josh, Kyle, Chuck Denowh, and Kent have expressed willingness to support younger age groups, but high school and 14U remain challenging to staff (39:37).

- Chuck Denowh will conduct additional outreach to coaches like Justin Kennedy to fill gaps, especially for power skating clinics across age groups (41:50).
- The program aims for two sessions split by tryouts in early August, allowing rust removal and team preparation (42:57).
- The board plans to finalize ice capacity and session frequency by the February meeting to decide on program feasibility.
- Scheduling constraints include **limited rink availability due to competing camps and events**, with July increasingly booked and August mostly filled by Wolves, Planet Hockey, and Elevated camps (44:50).
- Tryouts are proposed for early August to avoid July conflicts and ice quality issues, balancing parent feedback and facility conditions (46:43).
- The board acknowledged the challenge of squeezing in development camps around heavy weekend usage and existing private lessons.
- Joe Baumgart and Scott Fanning will map available ice times and coordinate with rink management to optimize scheduling.
- The season start is tentatively planned for late September, acknowledging conflicts with football and other sports.

### Tryout Timing and Season Start Considerations

- The board is considering **moving tryouts to early August** to accommodate family schedules and reduce conflicts with other sports, despite some negative feedback about July tryouts (46:43).
- Early August tryouts align better with ice conditions and reduce clashes with vacations and summer sports.
- The board is aware that August ice may be of lower quality due to high usage but sees this as manageable with evening sessions during the first week.
- The first week of August is preferred over later dates to avoid ice degradation after multiple camps.
- The season start may shift earlier to late September or early October to align with MAHA's schedule, despite known challenges with dual-sport athletes.
- Scott Fanning will provide a detailed ice schedule and availability map to inform final tryout and season start decisions (55:57).
- The board aims to finalize plans to ensure smooth transitions and player readiness for the upcoming season.

## HAYHA Board Meeting

Meeting Date: January 20, 2026, 05:18 pm

### Attendees:

**Board:** Chad, Scott, Chuck, Joe, Adrienne (virtual), Mike (partial attendance), Melissa (partial attendance), James

**Board adjacent:** Cory Whitmore (Tournament Coordinator), Lance Wilson (Registrar)

**Rink:** Jed Snyder

**General Attendance:** Ashlee Sheridan

### Notes

#### Between meetings business:

- **Motion to refund second session registration fees for a 12U player that moved.**

Motion – James

2nd – Melissa

Motion passed unanimously

- **Motion to approve Disciplinary Committee's recommendation of a Level 2 - short term suspension for Jay Smith**

Motion – Joe

Did not vote - James, Adrienne

Motion passed unanimously

- **Motion to approve Disciplinary Committee's recommendation of a 3 game suspension for a 14U player who received a Match penalty during game play**

Motion – Chuck

Did not vote - James, Adrienne

Motion passed unanimously

**Motion to approve December meeting minutes – James. 2<sup>nd</sup> – Joe. Motion passed unanimously.**

## Equipment Management and Facility Use

- The board decided to enforce stricter equipment cleanup rules starting **February 1st**, with a **\$20 maintenance fee** charged to the division if teams leave equipment out after practice (17:28).
- The fee will initially be charged to the division rather than individual coaches to avoid legal complications, with communication mandated from age division reps to all coaches immediately.
- Teams must put away their equipment fully, not just off the ice, to avoid fees; organizing help from parents was suggested to improve compliance.
- Failure to comply will result in fines, and state trophies will be withheld until fines are paid.
- The board approved allocating **\$600** to purchase two new shooter tutors and a package of heavy-duty cones for 6U, 8U, and 10U age groups, with a purchase deadline of **April 30th** and a plan to monitor for any price reductions before then (56:01). **Motion made by Joe and seconded by Melissa.**
- The equipment will be funded from the general fund, not specific tournament funds, justified by usage across multiple age levels.
- The board agreed to seek a possible discount from the supplier based on past orders and to replace broken cones with heavy-duty ones.
- Ice time usage was reviewed with a recommendation to provide ice through **March 15th** for all divisions, allowing teams to schedule scrimmages and parent-kid games after state tournaments (43:18).
- Coordination with rink management will ensure ice is fairly distributed and can be shared creatively among teams within divisions, provided fairness is maintained.
- The board emphasized that no team should unilaterally get more ice time than others in the same division.

## Registrar Transition and Board Elections

- The board unanimously appointed **Ashley Sheridan** as the next registrar, effective next season, allowing her to shadow current registrar **Lance** over the coming months for a smooth transition (39:38). **Motion made by Chuck, seconded by Joe.**
- Ashley's strong organizational skills and team management experience were cited as key qualifications.
- The registrar position is appointed annually with a typical compensation credit of about **\$700** per season, applied as a fee credit or possibly a payout after participation ends.
- The board emphasized transparency about reappointment and clarified that compensation must be board-approved, not self-assigned.
- Board election timing was restructured to better align with the hockey season, moving announcements to **mid-February**, applications due by **end of February**, voting in early to mid-March, and new board ratification in March to allow the new board to start work in April (42:43).
- This schedule aims to improve engagement by catching members when they are most motivated post-season and enables summer planning by the new board.
- The board agreed to verify Montana nonprofit law compliance before finalizing changes.

## Tournament and Event Planning

- The board discussed maintaining the **6U-8U jamboree** as a key annual fundraiser, rejecting proposals to replace it with state tournaments due to superior revenue generation (10:50).
- The jamboree generates net profits between **\$5,000 and \$10,000** depending on baskets, raffles, and merchandise sales, far exceeding expected revenue from state tournaments where ice and team fees are paid to Maha.
- The possibility of adding a **12U or 14U state tournament** alongside the jamboree was supported if ice availability allows, with high school tournaments considered less feasible due to scheduling conflicts and smaller team counts.
- Decisions on tournaments must be finalized by **late summer** to meet bid deadlines.
- The golf tournament fundraiser was tabled due to lack of suitable dates and concerns about weather, with possible rescheduling to **fall or next summer** (28:47).
- The board will explore alternate venues such as Fox Ridge to improve alignment with event style and customer preferences.
- The summer hockey committee was formally created, led by **Joe, Chuck, and Scott**, tasked with organizing summer ice sessions for 6U, 10U, 14U, and high school age groups following last year's successful format (31:50). **Motion made by Joe and Mike seconded.**
- Sessions will avoid weekends heavily booked by visiting teams like the Wolves and use evenings to maximize attendance.
- Committee members have authority to approve additional volunteers and must report progress regularly to the board.

## Registration, Tryouts, and Coaching Structure

- The board proposed a comprehensive shift in the annual calendar to open **registration in March** with a **\$100 deposit fee**, tryouts in the **first week of August**, and team notifications by the end of August (45:00).
- This schedule encourages early sign-up while players and families are still engaged post-season, allowing more time to finalize coaches, tournament plans, and communications before the season starts.
- A late registration fee structure was suggested to incentivize timely sign-ups, with fees fully communicated before registration closes at the end of June.
- The board agreed to consider waivers or reduced fees for 6U players but leaned towards uniform \$100 deposits with refund options before registration closes.
- The coaching selection process will start earlier with **division head coaches selected by mid-May** and **team head coaches selected after tryouts** in August, allowing division coaches to guide team coach nominations (51:52).
- Assistant coaches will be appointed closer to the season start to allow flexibility.
- This sequencing aims to improve tryout planning and reduce last-minute coaching changes, while recognizing that some coach assignments may still adjust post-tryouts.
- The proposed calendar change will be shared with the board for feedback before potential approval in February, recognizing initial pushback but emphasizing long-term benefits for organization and communication (54:30).
- The board agreed that having a fixed week annually for tryouts will help families plan vacations and avoid conflicts with other sports.

## Board Representation and Committee Development

- The board discussed adding formal representation for the **YETI program** on the board due to its size and distinct tier-two hockey status, with current representation by a single member deemed inadequate (20:58).
- Options considered included creating a dedicated **at-large board position** elected by the full membership or appointing a **non-voting representative** selected by YETI to attend board meetings and advocate for their interests.
- Due to bylaw constraints requiring at-large members to be elected by the entire membership, the board favored initially pursuing an appointed non-voting role as a transitional step.
- The board will consult with YETI leadership and explore bylaws amendments for future elections with YETI-specific representation.
- A new **age division playbook committee** was formed, led by **James**, to create a clear guide for age division reps covering yearly responsibilities, best practices, and operational procedures (17:04).
- The playbook will be a living document designed to be concise with links to detailed resources, aimed for completion by **April** to assist incoming reps.
- The board approved creation of a **summer ice committee** with authority to manage summer ice sessions and programming, reporting monthly to the board (34:58).
- The committee will coordinate scheduling, coaching support, and potential new events like a 3-on-3 tournament.

## Financial and Operational Updates

- The board moved a **\$17,000 CD** to a new 3-month term earning approximately **3.35% interest**, with plans to open a 6-month CD when new funds arrive to better align with operational cash flow (23:01).
- This approach aims to optimize interest earnings while preserving liquidity for seasonal expenses.
- The search for an appropriate **association credit card** continues after the preferred option was found unavailable to nonprofits, with priority given to securing one before summer tournament season (24:09).
- The board approved a **standard sponsorship contribution form** with tiered donation levels, to be posted on the website and used to track donations including via Venmo (27:00). **Motion by Joe and Seconded by Mike.**
- Donors will be asked to include notes specifying donation level to facilitate tracking and recognition.
- The form was approved with motion by Joe and second by Mike.
- The board initiated a **master account list** to centralize passwords, account details, and vendor contacts for key association services and contracts, accessible only to president and VP for security (39:37).
- Board members responsible for accounts will be asked to populate and maintain this document for operational continuity.
- Fundraising basket deadlines were set for January 24th and 26th for different divisions to improve event planning and organization (20:58).
- Sponsored baskets will be publicly acknowledged to enhance donor recognition.

- The board reviewed disciplinary updates including a current **match penalty suspension** with the committee's ruling upheld pending Maha review, affirming local authority to adjudicate promptly without delay (53:23).
- The committee will monitor Maha's response but will proceed based on USA Hockey guidelines as interpreted locally.
- The board agreed to communicate with members to clarify ice end dates and usage policies, setting **March 15th** as the default season ice end date with flexibility for extension requests (41:50).
- Age division reps will monitor and coordinate fair ice sharing and return unused ice to the rink promptly.

### **Governance and Policy Updates**

- The board agreed to finalize the updated handbook with consolidated changes, clarifying operational policies and streamlining language for better enforcement (00:56).
- **Chad Senechal** led the review of bylaw and policy revisions, emphasizing the removal of redundant or unclear language to improve clarity and enforcement.
  - The removal of the loyalty core value was accepted as it is sufficiently covered within the code of conduct.
  - Electronic ballots remain the standard for board elections, reflecting recent practice.
  - The annual meeting timing was adjusted to July, before tryouts, to allow better financial review and budgeting.
  - Minutes will now be recorded for executive sessions but not broadly distributed to maintain confidentiality.
  - The disciplinary and Safe Sport Director role was formally clarified to align with current titles and Safe Sport updates.
- The board approved a motion to finalize the document with Chad responsible for cleaning up wording and formatting before a final review and vote.
  - This approach aims to ensure consistency and reduce confusion in operational procedures.
  - The finalized handbook is expected to streamline board and staff actions with clearer accountability.
  - Board consensus was unanimous, demonstrating alignment on governance direction.
- The updated handbook will reflect evolving organizational needs and maintain compliance with external bodies like USA Hockey, ensuring long-term stability.

### **Fee Structure and Registration Policies**

- The fee schedule was restructured to reflect program differences, clarify inclusions, and improve payment processes, supporting financial transparency and operational efficiency (08:56).
- Changes separated fee structures by age groups and program types, including 6U, 8U, 10U, 12U, 14U, and high school, with a separate section for the girls' developmental program due to its unique tournament participation and costs.
  - Girls' teams currently pay a **\$700** registration fee and participate in tournaments not fully covered by registration, prompting discussion on potential inclusion of tournament fees.

- It was agreed to keep tournament fees flexible for girls' teams, allowing adjustments as the program grows.
- Tournament participation and ice costs for girls were noted as currently covered by association overhead and team fees.
- The handbook now references USA Hockey's birth year guidelines rather than fixed ages, improving annual update ease and accuracy.
  - Digital access to USA Hockey's website will provide authoritative age group info, reducing handbook maintenance.
- Payment policies were clarified: all outstanding balances must be paid before registration, or ice privileges will be suspended.
  - The deadline to notify for season withdrawal was extended from **December 1** to **December 15** to allow better administrative response.
- The policy permits players in **14U** and high school age groups to try out for and qualify on both teams, with board approval required for exceptions.
  - This flexibility acknowledges overlapping eligibility while maintaining roster control.
- Monthly payment options were described in clearer terms to improve member understanding and compliance.

### **Gameplay and Tournament Participation**

- The board confirmed that tournament travel is mandatory once a team commits, with clearer communication and scheduling to reduce family conflicts and ensure team cohesion (36:10).
- All travel teams except 6U, 8U, and house divisions are expected to participate in tournaments once selected.
  - The current model includes **three tournaments** in fees, with additional optional tournaments potentially added by teams.
  - Early communication and parent surveys are critical to manage travel burdens and avoid last-minute dropouts.
- Coaches hold final authority on tournament selection, balancing team needs and family constraints.
  - Team head coaches coordinate with division coaches to align tournament participation, especially when multiple teams attend the same event.
- The board discussed the challenge of balancing distant travel (e.g., 6-8 hour drives) with family availability, noting that most B teams accept one or two long trips with additional closer tournaments.
  - Real-world examples included pushback on tournaments immediately after holidays or requiring significant travel.
- The policy will explicitly state that players' attendance at tournaments impacts playing time and future participation, reinforcing commitment expectations.
- The board agreed to improve survey and communication processes before finalizing tournament schedules, reducing uncertainty and ensuring transparency.

### **Equipment and Uniform Management**

- Uniform and equipment policies were refined to reduce costs and improve durability while providing flexible purchase options for families (24:51).

- The board agreed that players **shall not wear game jerseys to regular practices** to preserve their condition, limiting wear and tear.
  - Enforcement will focus on education rather than strict penalties, balancing practicality with cost control.
- Jerseys cost approximately **\$75** each, with a combined replacement fee of about **\$100** including restocking.
  - Families may purchase jerseys as mementos after the season directly through the vendor, with options to add names and preferred numbers.
- For 6U and 8U players, the association provides reversible game jerseys for tournaments, and families may purchase blue and white practice jerseys.
  - Jerseys for these age groups must be returned after each tournament to maintain inventory.
- Equipment rental processes remain unchanged, with direct rental from Play It Again Sports without appointments.
- The handbook now references USA Hockey's equipment standards to avoid frequent policy updates due to equipment changes, focusing on key items like neck guards and mouth guards for player safety.

### **Tryouts and Team Selection**

- The tryout process was streamlined with clear team formation preferences and simplified policies to reduce confusion and ensure fair player placement (52:11).
- The organization prefers to field at least one **A team and one B team** in divisions 10U, 12U, 14U, and high school when numbers allow.
  - This preference aims to provide competitive balance and accommodate a range of skill levels.
- A play-up form is now required for players moving between House 1 and House 2, allowing the board to manage requests and reduce coach conflicts.
  - The form acts as a formal request rather than a unilateral decision, improving oversight.
- Age classifications and player eligibility will follow USA Hockey guidelines without exceptions for play-downs.
- The tryout policy language was simplified to remove fluff and clearly state objectives, supporting enforcement and reducing parental disputes.
- High school player eligibility requires two letters per semester to confirm enrollment, with the association handling communication to schools.
- The board committed to standing behind the updated tryout policies to ensure consistency and fairness across divisions.

# **HAYHA Executive Committee Board Meeting**

**Meeting Date: January 07, 2026, 04:30 pm**

**Attendees:**

**Board:** Chad, Chuck, Joe

**Board adjacent:** Rachel Schanz (Treasurer)

## Notes

### Financial Management and Reporting

- The team confirmed clear financial protocols and ongoing tracking practices to ensure transparency and accuracy in revenue and expenses.
- **Refund policy for mid-season cancellations** was clarified to refund only for the second half of the season, not partial days, based on Chuck's explanation and Chad's agreement (01:05).
  - This approach balances fairness to families and the organization's financial stability.
  - The refund amounts closely match the remaining payments due, streamlining administration.
  - Lance and Chuck are responsible for managing these refunds.
- **Fundraising income totaled approximately \$16,921 year-to-date**, with a significant portion from the Shropshires, categorized under general fundraising and admin (17:01).
  - Chuck and Rachel agreed to maintain fundraising income separate from program fees for clarity.
  - Rachel is prepared to further break down fundraising by age groups if needed for better financial tracking.
- **Deposit of \$2,400 plus remaining fees from Yeti** was approved to proceed without awaiting additional confirmation, reflecting consensus among Chuck, Chad, and Rachel (18:56).
  - Joe will complete the deposit promptly to maintain cash flow.
- **Expense reimbursement process via Expensify** is under review, with Chad volunteering to lead approvals for the next month to understand submission patterns and compliance (13:01).
  - Current submissions are often fragmented, increasing administrative work.
  - Chad aims to establish a standard review and payment cycle to limit reimbursement delays to 30 days maximum.
  - Rachel highlighted concerns about verifying legitimacy of travel claims, but Chad prefers trusting volunteers unless clear discrepancies arise.

### Program Operations and Participant Policies

- Key decisions were made regarding participant engagement, attendance policies, and communication strategies to support program integrity and smooth operations.
- **Tournament fee classification** was agreed to include participant payments as program fees, while external organization fees remain in tournament income for clearer budgeting and year-over-year tracking (09:10).
  - Expenses related to tournaments will be tracked separately to maintain financial accuracy.
- **Requirement for TSL teams to donate baskets for the 6&8U jamboree** remains a soft request rather than a firm mandate due to parental concerns over additional costs (23:15).
  - Chuck confirmed tradition is one basket per team for the entire jamboree, not per age group.

- Chad will monitor if resistance increases and consider formalizing the policy if needed.
- The fundraising impact of the baskets justifies maintaining some level of contribution expectation.
- **Late roster policy** was successfully tested with two last-minute player additions before Christmas, with no negative feedback from parents reported (45:00).
  - Chad will circulate the policy draft to the exec committee for feedback before presenting it for full board adoption in January.
- **Refunds for withdrawal from the goalie clinic** were not entertained since the decision to leave was voluntary and participants had full access (29:23).
  - The group agreed not to respond to the email about the goalie clinic withdrawal to avoid escalating a non-issue.
  - However, a brief, clarifying response will be sent regarding miscommunication about extra ice times to maintain good relationships.
- **10U team attendance and travel expectations** were reinforced as part of a competitive program where participation influences ice time (31:26).
  - Chad and Chuck agreed that communication and planning ahead of absences are critical and that last-minute changes negatively impact team dynamics.
  - The scheduling approach will be revisited to allow more parent input on tournament selection and travel preferences to reduce conflicts (34:44).
  - A message emphasizing nuance in attendance impact will be drafted by Chad and reviewed by Chuck to ensure consistency.

### **Strategic Scheduling and Board Governance**

- A proposed shift in scheduling and governance timelines aims to improve workload distribution, increase engagement, and align board activities with the hockey season rhythm.
- **Proposal to move board term and election cycle to April-April** was introduced to better align with the hockey season and reduce the rush of work between tryouts and declarations (39:06).
  - Chad emphasized benefits of engaging motivated members right after the season ends and giving the new board the summer to plan changes.
  - Chuck agreed this breaks from the fiscal year but aligns better with operational needs (40:07).
- **Tryouts proposed to be held in July, ideally the third weekend, with registration closing June 30** to secure team rosters early and allow ample time for planning (40:15).
  - This shift aims to avoid compressed timelines and enable early coach and manager assignments.
  - Chuck flagged potential challenges in finding evaluators due to summer vacations, but Chad argued summer has more availability than fall.
  - Consistency in timing year over year will help families plan around tryouts.
- **August and early September would be dedicated to parent engagement around tournaments and ice rental needs** to improve scheduling and participation decisions (41:37).
  - This adjustment supports a more collaborative and flexible approach to team activities.

- **Handbook and bylaw changes are being reviewed to accommodate these schedule shifts** with an eye toward minimizing disruption and easing implementation (43:25).

### **Community Engagement and Program Enhancements**

- Discussion focused on potential new offerings and partnerships to enrich player development and community value while managing resource demands.
- **Nutrition guidance offering from Sharon Brown, a collegiate athlete and VA dietitian, is under exploration** (46:57).
  - Chad will request more details on whether this would be a volunteer service or paid proposal.
  - Chuck prefers free, age-specific nutrition resources but is open to paid services if tailored by age group for practical impact.
- **Power skating camp proposal from Robbie Glantz, a recognized coach, was discussed as a potential partnership** (50:31).
  - Chad noted the program would require the organization to handle registration, ice rental, and payments, making it more admin-heavy than previous camps.
  - Chuck supports scheduling this around existing summer ice sessions to maximize efficiency.
  - No summer ice committee exists yet; Chad assigned Chuck to form one and lead summer ice planning immediately (51:07).
- **Increased summer ice demand expected due to Bozeman's closure and Wolves booking Helena ice** necessitates proactive scheduling and resource management (51:30).

### **Competitive Events and Revenue Strategy**

- The group discussed balancing traditional revenue-generating events with new tournament opportunities to optimize financial and community outcomes.
- **The board prioritizes retaining the 6&8U jamboree due to its guaranteed revenue despite interest in adding a state tournament** (52:59).
  - Chad challenged Jed's proposal to replace the jamboree, emphasizing the financial risk of losing a reliable income source.
  - Jed suggested hosting a 12U state tournament concurrently with Bighorns games using their locker rooms, possibly starting Thursday and ending Sunday morning.
  - High school level tournaments could follow but might require giving up the jamboree in the long term.
- **Co-bidding on the state tournament with Butte or negotiating shorter bids was proposed to balance revenue and community access** (55:12).
  - Chuck supported alternating hosting years with Butte to share financial and logistical burdens.
  - Maintaining jamboree revenue while testing state tournament viability is the current strategic position.
- **The group plans to push back on a MAHA fine related to referee absence at a 12U game, aligning with Mike Smith's ruling that a forfeit should not be assessed and points should be equalized** (20:06, 57:39).
  - Chad will draft an argument for review by Chuck and Scott before formal submission.

- This action aims to protect the organization's competitive standing and avoid unfair penalties.

### **Communications and Sponsorship Efforts**

- Efforts to improve external communications and fundraising infrastructure are underway, with a focus on clarity and professionalism.
- **Sponsorship form created by Chuck received positive feedback with minor wording adjustments suggested by Chad (56:00).**
  - Chuck will present the finalized form at the January full board meeting for approval.
  - Upon approval, the form will be posted online to streamline sponsorship outreach and tracking.
- **Chad plans to follow up on the fine dispute and other pending communications to ensure timely resolution and maintain positive stakeholder relationships (57:50).**

# HAYHA Board Meeting

Meeting Date: December 16, 2025, 05:33 pm

## Attendees:

**Board:** Chad (partial attendance), Scott, Chuck, Joe, Sabrina, Adrienne, Mike, Melissa, James

**Board adjacent:** Lance Wilson (Registrar)

**General Attendance:** Amy Deitchler, Jesse Michelson

## Notes

### General:

· **Motion to approve November meeting minutes – Sabrina. 2<sup>nd</sup> – Adrienne. Motion passed unanimously.**

### Scheduling and Ice Time Management

- Scheduling coordination remains strict with minimal game rescheduling allowed to avoid disruption, while leveraging external resources could improve festival scheduling efficiency.
- **Joe Baumgart** confirmed that game rescheduling is rarely permitted except in exceptional cases like moving houses or tournament conflicts, emphasizing that shifting other division games is avoided due to broad impact (00:16).
- A previous exception involved coordination with **Bozeman** for a tournament reschedule.
- Rescheduling requests from teams like the **19U girls** were denied to maintain schedule integrity.
- **Grace** offered scheduling guidance based on **Missoula's** experience, suggesting collaboration among associations such as **Missoula, Bozeman, and Great Falls** to align festival scheduling approaches (01:18).
- Scott noted that external schedulers may lack full understanding of **MAHA's** ice block rules, which require two-hour blocks for certain divisions (02:18).
- The **Jamboree** is experiencing lower team registrations, notably with **Kalispell** joining for the first time but **Great Falls** absent due to conflicting Canadian commitments, resulting in fewer 6U and 8U teams (07:22).
- Adjustments include reducing on-ice teams from three to two per session, allowing an 8am start instead of 7am, aiming for smoother transitions and reduced early morning ice time costs (08:53).
- Ice time blocks cannot be modified without at least **30 days' notice** to the rink for staffing adjustments (09:00).
- Outreach is planned to potential towns like **Lewistown, Big Sky, and Miles City** to boost team participation, with shared communication to all contacts to maximize recruitment (10:40).

### Coaching Compliance and Roster Management

- Coach certification deadlines and roster policies are strictly enforced to maintain compliance, while late roster additions are carefully regulated to balance competition and eligibility.
- Most coaches have updated their **CEP courses** by the **December 15th** deadline, with automatic **redlining** by USA Hockey occurring after **December 31st** for non-compliance, which would prevent player additions to rosters (15:33).
- Joe and Helena actively remind coaches to complete education, with some still pending age-specific modules (17:12).

- Non-certified parents are not allowed on benches during tournaments, reinforcing roster-based coaching eligibility strictly (17:44).
- The board defined a **Late Roster Additions Policy** distinguishing between **14U and below**, where late additions cannot displace existing players, and **high school levels**, where displacement is possible to encourage competition (39:03).
- Players joining late must meet USA Hockey, MAHA, and HAYHA policies, with approvals routed through age/division reps to avoid full board meetings (39:50).
- Fees for late additions will be assessed proportionally; full season fees for TSL eligibility are recommended to discourage tryout avoidance, with tournament fees assessed separately (45:12).
- High school players moving between levels (varsity, JV, house) can displace players, supporting competitive balance (41:40).
- Board agreed to address cases individually this season, with a formal handbook policy update planned for next season (50:49).
- JV roster addition is underway pending approval from MAHA registrar and enrollment form receipt, with school semester timing constraints affecting player eligibility confirmation (19:46).

## Fundraising and Sponsorship Initiatives

- Fundraising efforts are evolving with a focus on clear messaging and new revenue streams, while sponsorship opportunities are being structured for better engagement and renewal.
  - A **\$1,500 donation** was secured from **Blue Cross Montana** to cover medals for the 8U State Jamboree, with anticipated additional funds of \$1,000 from Cat/Griz board fundraisers (01:08:28).
  - Past sponsorships from local businesses and dealerships have raised several thousand dollars annually, supporting events and team baskets (01:09:26).
  - Communication with sponsors is streamlined via a standard form, improving fundraising efficiency (01:09:40).
  - Discussion on a **website sponsorship program** proposed tiered pricing: **\$250 for six months** and **\$500 for a year**, with logos rotating biannually starting July 1st to maintain freshness and encourage renewals (34:12).
  - Website receives about **1,200 weekly visits**, providing a strong marketing platform for sponsors (34:12).
- **Motion to display sponsors on the HAYHA website until June 30<sup>th</sup>, with renewal required thereafter – Chad. 2nd – Mike. Motion passed unanimously.**
- Fundraising events such as a **golf tournament** are being explored, with limited availability (only **May 9** at Green Meadow) and potential **\$15,000 commitment**, but weather and initial costs pose risks (55:03).
  - Board acknowledged that fundraising is necessary to offset rising ice and program costs, aiming to prevent fee increases (58:55).
  - Emphasis placed on clear causes for fundraising requests to boost member support (57:05).

## Game Officiating and Referee Scheduling

- Referee shortages have led to game forfeitures, prompting urgent process improvements and clearer communication channels.
- Two separate games during a **12UB festival weekend** were affected by lack of referees, causing a **forfeit** of a Friday game and near-forfeit situations for a Sunday game.
- The board stressed the need for a clear **process for referee scheduling**, with responsibility centralized to avoid multiple managers contacting referees directly (01:13:39).
- Executive committee plans a meeting with **Amber** (scheduler) and **Robbie** (referee chief) to establish better coverage and accountability (01:13:28).
- The current system, including use of **Horizon Web Ref** software, should enable backup assignments and improved scheduling communications (01:14:45).
- Board recognizes the impact of referee no-shows on team frustration and potential fines, especially at high school levels (01:21:47).
- There is an ongoing discussion with **MAHA** about inconsistent forfeiture rulings and the need for clearer policy documentation to prevent unilateral decisions by individuals (01:17:02).
- The board plans to compile a report for MAHA leadership summarizing incidents and their attempts to mitigate issues (01:20:30).

## Player Refunds and Eligibility

- Refunds are handled pragmatically with prorated amounts, balancing eligibility rules and player circumstances.
- Refund requests from a **14-year-old injured player** and a **12-year-old moving out of state** were discussed, with consensus to grant **prorated refunds** for remaining season months (01:04:00).
- **Motion to refund a prorated portion of the registration fee for 14U player who was injured – Chuck. 2<sup>nd</sup> – Mike. Motion passed unanimously.**
- For the player moving to **Iowa**, the board clarified that playing for another league requires release from HAYHA's TSL roster, which would affect eligibility for programs like **YETI** (01:06:04).
- The board agreed to follow up with families via email to confirm decisions and clarify options (01:07:40).
- Refunds are not granted for disciplinary removals, maintaining policy consistency (01:01:37).

## Organizational Structure and Future Planning

- The board is considering structural changes to improve representation, communication, and program consistency.
- Proposal to restructure **division reps** into more focused roles:
- Separate reps for **6U/8U, 10U, 12/14U, High School**, with an **appointed non-voting YETI representative** to streamline oversight and engagement (01:42:50).
- This approach addresses the diverse needs and complexities of each age group and program segment (01:43:23).
- YETI's operational manager may attend meetings as a board-adjacent member without voting rights to improve communication (01:46:06).
- The board discussed revising the **season registration close date** from early September to potentially **July or August** for better planning and roster finalization, with awareness that tryout policies would require tweaks to accommodate this change (01:39:20).
- Earlier closure would allow more time to assign coaches and create teams.
- Coordination with rink schedules and other sports seasons is necessary to optimize timing (01:41:41).
- There is a strong interest in reinstating a **Hockey Director** role to provide coaching consistency, development benchmarks, and program vision oversight, replacing the less effective past **Coach in Chief** roles (01:59:52).
- This role would focus on year-to-year coaching continuity and structured player development from 10U through high school levels (02:00:14).
- Compensation is likely required to attract qualified candidates capable of dedicating sufficient time (02:03:52).
- Volunteer hour requirements remain at **four hours per family**, with potential review to better align with team needs and improve enforcement through clearer penalties (01:55:56).
- The transition to **Crossbar** software has improved tracking and accountability (01:58:33).
- Board discussed the challenge of uneven volunteer participation and the importance of enforcing penalties to encourage compliance (01:58:55).
- Communication challenges with **Crossbar notifications** were noted, with some parents missing emails and relying more on app or chat messages for timely updates (01:55:37).

# HAYHA Executive Committee Board Meeting

Meeting Date: December 03, 2025, 04:44 pm

Attendees:

Board: Chad, Scott, Chuck, Joe

**Board adjacent:** Rachel Schanz (Treasurer)

## Notes

### Financial Oversight and Expense Management

- The team agreed to increase transparency on monthly and year-to-date expenses by reviewing summarized payments with clear categories to ensure financial integrity and board visibility (00:00).
- **Chad Senechal** emphasized showing categorized expenses like **\$21,000 for ICE, \$430 for Jim, and \$600 for referees** to provide a clear check against bank statements.
- This approach avoids reading individual transactions aloud but keeps the board informed to prevent misuse or fraudulent expenses.
- **Rachel Schanz** will continue delivering monthly P&L statements and include detailed expense lists to the executive committee via email for review.
- The executive committee retains payment approval authority, with spending access limited to **Joe, Corey, Rachel, and Chad**, maintaining control over bank withdrawals.
- The board plans to optimize use of donated funds by placing the **\$10,000 coach compensation donations** into a high-yield account to earn interest over the six-month period before disbursement (05:47).
- **Chad** requested Rachel research if **First Interstate Bank or Value Bank** offer flexible high-yield savings or short-term CDs with competitive rates to maximize returns without locking funds.
- This strategy aims to prudently grow funds during the hockey season's cash flow fluctuations, which can reach a typical **\$80,000 balance**.
- The research is expected within a week to decide on account setup or potential fund transfers.
- The team will develop a system to allocate overhead expenses to partners such as **YETI** by identifying relevant shared costs like insurance, music services, and web references (11:42).
- Rachel is tasked with tracking overhead expenses over the next **30 to 60 days** to create a secondary list for executive review and billing decisions.
- This will ensure fair cost distribution while remaining conservative by rounding down estimates to avoid overcharging partners.
- No overhead costs from YETI's bond payment have been billed yet, indicating room for improved cost accounting.
- Fundraising income from platforms like **PledgeStar** will be tracked as a general fundraising category, simplifying reporting and usage without segmenting by event (09:20).
- The board supports grouping Stripe payments and other donations under this umbrella to streamline financial management.

### Disciplinary Policy Enforcement and Player Conduct

- The board confirmed that Corey's suspension from last year was considered served despite his resignation during the penalty week, maintaining policy consistency without reopening disciplinary action (14:12).
- **Chad Senechal** advocated holding Corey to the existing code of conduct, with any future violations escalating consequences.
- A mandatory pre-practice meeting will be held before his potential return, involving **Chuck and Mike**, to review the code and disciplinary expectations.
- This meeting will be documented and summarized for the executive committee to maintain formal compliance records.
- The protocol requires two representatives to attend, ensuring fairness and accountability.

### Coaching Compensation and Expense Reporting

- The rollout of **Expensify** for coach expense reimbursements is underway, with an expected setup time of less than one week (18:37).
- The coaching compensation and reimbursement policy will be finalized and communicated to compensated coaches within the week by **Scott**.
- The communication will include a simplified guide on submitting receipts and using Expensify to streamline reimbursements.
- This process improvement aims to clarify expectations and reduce reimbursement delays.

## Equipment and Facility Resource Management

- The board approved allowing **Ability Montana** to use the cross-ice boards for up to **five sessions** this hockey season at no cost, in exchange for advertising exposure on their website (22:39).
- Chad established terms requiring Ability Montana volunteers to learn and manage board setup independently without rink staff assistance.
- A usage agreement will include a damage liability clause to protect assets, though the boards are expected to be durable and low-risk.
- The timing is coordinated to avoid conflicts with Hay Ha practices, with sessions scheduled mostly in March and early April.
- This partnership is viewed as an opportunity for brand visibility and community engagement without financial burden.
- The board agreed to purchase **blue pucks** for the **6U age group** at an estimated cost of **\$100 to \$110 per 110-puck pack**, fulfilling rink requirements (26:03).
- Bailey, overseeing equipment, will handle coordination with the rink and manage purchasing logistics to avoid reimbursement complications.
- The board will confirm with rink manager **Jed** that purchasing directly aligns with rink preferences before proceeding.
- The purchase is prioritized for immediate action to meet program needs.

## Player Eligibility and Roster Management

- The board decided to defer the **girls' play-up request** to **MAHA** for approval, recognizing it as the lowest resistance path and standard procedure (27:20).
- Communication will clarify that the exception is not approved until Maha confirms, ensuring compliance with governing bodies.
- Regarding the **girls backup goalie request**, the board expressed frustration over frequent similar requests but agreed to seek clarification on the player's status and fee structure before voting (28:35).
- The player is from Idaho and not registered with Maha, requiring release from the Idaho association and Maha approval.
- Mike's proposed **\$260 fee** for the player's participation was noted, with discussion suggesting emergency goalie provisions might exempt fees if the player's role is purely backup.
- Chad will request details from Mike to clarify the nature of the request before opening a formal vote.
- The board will maintain a clear line on fees for out-of-area players and emergency goalie exceptions to manage precedent and fairness.

## Privacy and Communication Protocols

- The board agreed to send a communication reinforcing that **age reps and team managers** must not distribute player or parent personal emails to external vendors without explicit family consent (33:14).
- The preferred communication method is for managers to send a single link from photographers rather than sharing individual emails, protecting privacy.
- This measure responds to unauthorized sharing of emails by managers to photographers, which led to unsolicited solicitations.
- The communication will clarify privacy expectations to all age reps and managers to prevent further incidents and protect member trust.

# HAYHA Board Meeting

Meeting Date: November 13, 2025, 05:24 pm

**Attendees:**

**Board: In-Person:** Chad, Scott, Melissa, Sabrina, Chuck, Joe, Mike

**Virtual:** James, Adrienne

**Board adjacent:** Lance Wilson

**Rink:** Brandon Vonada

## Notes

### Between meetings business:

- **Motion to approve out-of-area request to play on the 14U Girls team:**

Motion – Mike

2nd – Melissa

Did not vote - James

Motion passed unanimously

- **Motion to approve a play-up request to play up to 19U Girls.**

Motion – Mike

2nd – Melissa

In Favor - Sabrina, Chuck, Scott, Mike, Adrienne

Against - Joe, Chad

Motion passed

- **Motion to accept the Disciplinary Committee's recommendation of a Level 1 Verbal Warning to a 12U member.**

Motion – Chuck

2nd – Mike

Did not vote - James

Motion passed unanimously

### General Items

- **Motion to approve last month's meeting minutes:**

Motion – Chuck

2nd – Joe

Motion passed unanimously

### Disciplinary and Membership Requests

- The board approved **one disciplinary action** and processed **four girls play-up requests** and **12 out-of-area girls player requests** through MAHA, showing steady compliance and player movement management (08:30).
- Joe reported **nine out-of-area requests approved**, with one pending, indicating continued engagement with MAHA processes.
- The board agreed to generate buzz around the **Ray Tillman Volunteer Award** with a **December nomination deadline**, aiming to increase community recognition and involvement (14:29).
- Grant submissions to MAHA, expected by the end of the month, will be approved by the executive committee with the entire board invited to provide input, streamlining workload while maintaining transparency (15:51).

### Financial Management and Expense Systems

- The organization is improving financial clarity, with October-only and year-to-date financial statements reviewed, revealing a **negative balance in Yeti's account** linked to carryover discrepancies and pending payment plans totaling approximately **\$11,000** (18:59).
- Chuck was assigned to work with Yeti representatives on monthly **budget reconciliation reports** and to clarify the **\$2,403.54 carryover** versus Yeti's claimed **\$7,005**, ensuring accurate fiduciary oversight (21:32).
- The board approved reimbursement of **\$254.32** to Joe for Yeti socks purchased personally due to payment system limitations, emphasizing preference for direct use of HAYHA debit cards going forward (23:57).
  - **Motion to reimburse Joe \$254.32 for the purchase of socks for the Yeti teams.**

Motion – Joe

2nd – James

Motion passed unanimously

- To simplify expense tracking for approximately **14 compensated coaches**, the board approved paying up to **\$500** for an **Expensify subscription** at **\$5 per user monthly**, enhancing expense submission accuracy and auditability (33:43).
  - **Motion to purchase the Expensify app for \$5 per user (up to \$500), to track non-parent coaching expenses.**

Motion – Joe

2nd – Scott

Motion passed unanimously

- A **Wells Fargo credit card** with **2% cashback and no annual fee** was approved to improve expense management without incurring unnecessary fees, preferring it over a Capital One card with higher spending thresholds (24:14).
  - **Motion to allow Rachel to move forward with Wells Fargo credit card application.**

Motion – Joe

2nd – Mike

Motion passed unanimously

- **Motion to have Rachel move the existing HAYHA CD to a new 3 month CD with better interest.**

Motion – Joe

2nd – Mike

Motion passed unanimously

## Operations, Facilities, and Equipment

- Brandon provided key updates on rink operations, emphasizing that all ice schedule changes must be coordinated through Scott and the rink to maintain order among major ice users like figure skating and curling (42:39).
- The discovery of **alternative-material pucks** causing **broken glass** led to a directive for age reps to inform teams to avoid bringing personal pucks, protecting rink infrastructure and minimizing costly repairs (44:27).
- Age reps will also communicate to coaches that **older kids should use benches when exiting ice to avoid delays**, improving practice flow and respecting ice time constraints (49:39).
- Brandon announced his departure effective **November 26th**, with Jed assuming his responsibilities and no plans for replacement, signaling a leaner rink operations model (48:19).
- The board approved selling **cross ice boards for \$3,000** to Big Sky, recovering value and reducing storage costs, with Rachel tasked to reflect depreciation in financials (17:50).
  - **Motion to sell HAYHA's second set of cross ice boards to Big Sky for \$3,000.**

Motion – Chuck

2nd – Joe

Motion passed unanimously

## Tournament and Team Management

- The board is enhancing tournament oversight, developing a spreadsheet to track team tournament sign-ups, costs, and numbers to analyze future budgeting and reimbursement policies (54:22).
- Reimbursement policies clarify that **travel is reimbursed only for non-parent coaches attending HAYHA paid events**, aiding cost control and transparency (54:22).
- Lance stressed the importance of maintaining **certified rosters and avoiding redlined players or coaches** to prevent **\$500 fines and game forfeitures**, with communication protocols for timely roster updates emphasized (56:27).
- The board discussed challenges with **6U and 8U tournament sign-ups** and considered lottery or timed opening approaches to improve fairness and access, with Lance tasked to explore timing options for tournament registration openings (57:09).
- The varsity head coach has made a request to allow a goalie from outside of the HAYHA program to practice with the varsity team one night a week when one of the rostered goalies isn't participating due to a conflict with the Junior team. The board did not vote but provided direction for the coach to attempt to fill the need, utilizing HAYHA members first.
- **Motion to allow a 10U eligible skater to practice with the 14U girls team.**

Motion – Joe

2nd – Melissa

Motion passed unanimously

## Coaching and Volunteer Coordination

- The board agreed on creating **welcome emails for coaches and team managers** that clarify roles, expectations, compensation, reimbursement, and available resources, aiming to improve communication and coach empowerment (22:30).
- Crossbar's current coach application system sends a generic confirmation; plans include tailoring follow-up emails by coaching role to clarify offers and responsibilities (22:50).
- The board acknowledged gaps in coach awareness of tools like **Ice Hockey Systems** and agreed that onboarding communications should highlight these resources to increase usage and coaching quality (26:18).

- Lance will assist in managing volunteer eligibility verifications to ensure compliance with background checks and SafeSport certifications, while team managers will be encouraged to coordinate directly with volunteers for locker room monitoring roles (01:04:19).
- The board approved an exception to the **compensated coaches policy** allowing payment for a **fourth non-parent assistant coach** for the 2025-26 season, funded by a donor, preserving policy integrity while addressing current needs (41:44).
  - **Motion to approve exception to the Compensated Coaches Policy, allowing payment to four 2<sup>nd</sup> tier assistant coaches. Payment will be made using a donation provided by a HAYHA member.**

Motion – Joe

2nd – Mike

Motion passed unanimously

## Fundraising and Sponsorship Strategy

- The board approved launching a **player-driven fundraiser using the PledgeStar platform** within two weeks, with prize thresholds set at **\$250, \$500, and \$1,000** and prizes capped at about **10% of donation levels**, aiming to maximize participation and fundraising returns (42:38).
  - **Motion to approve use of the fundraising platform, PledgeStar. Prizes will be given to members who reach fundraising thresholds of \$250, \$500, and \$1,000.**

Motion – Chuck

2nd – Joe

Motion passed unanimously

- The fundraising revenue will be tracked by age division but pooled in the general fund for flexible use, supporting diverse organizational needs (37:58).
- A new **website sponsorship opportunity** was approved offering logo placement on the homepage for **\$250 per season** with a cap of 20 sponsors, providing a low-effort revenue stream and engaging local businesses (02:13:51).
- The board discussed apparel sales and potential partnerships with local vendors, weighing risk versus reward, with no immediate decision but ongoing exploration to optimize merchandise revenue (45:56).

## Strategic Event Planning and Ice Scheduling

- Discussions on hosting **state tournaments versus 6U/8U jamborees** revealed complexities in rink availability, financial returns, and scheduling conflicts (47:12).
- The board favors retaining the **6U/8U jamboree**, a proven revenue generator and community event, while exploring possibilities to host state tournaments without sacrificing existing successful events (51:29).
- Jed, the rink manager, requires removal of the jamboree to host state tournaments, but the board views this as a negotiation stance and plans to maintain both events if feasible (51:29).
- The board plans to negotiate with Jed emphasizing their commitment to the jamboree's financial and developmental value, while expressing willingness to coordinate state tournaments around Bighorn game schedules (52:18).
- Scheduling flexibility, such as earlier game starts and use of off-peak weekends, will be explored to accommodate multiple events without overburdening rink resources (56:55).

# HAYHA Board Meeting

Meeting Date: October 21, 2025, 05:28 pm

## Attendees:

**Board: In-Person:** Chad, Scott, Adrienne, Sabrina, Chuck, James, Mike

**Not Present:** Melissa

**Board adjacent:** Lance Wilson

**Rink:** Jed

**General Attendance:** Will Parr, Drew Monaghan, Natalia Monaghan, Tiffany Brunjes, Tara Wooten

## Notes

### Between meetings business:

- **Motion to approve 12U Team selection committee consisting of the following four coaches:**
  - Bob Richards
  - Justin Kennedy
  - Jed Sexton
  - Tom Bremer

Motion – Chuck

2nd – Scott

Motion passed unanimously

- **Motion to approve design of 19U girl's jerseys that the Board approved purchasing at the September meeting.**

Motion – Mike

2nd – Sabrina

Motion passed unanimously

- **Motion to approve the 12U Rosters.**

Motion – Scott

2nd – Sabrina

Motion passed unanimously

- **Motion to approve the 10U Rosters.**

Motion – Chad

2nd – Scott

Abstain – Chuck

Didn't Vote - James

Motion passed unanimously

- **Motion to approve the 14U Rosters.**

Motion – Chuck

2nd – James

Didn't Vote – Sabrina, Chuck  
Motion passed unanimously

- **Motion to approve ordering new HS jerseys with newly designed logo.**

Motion – Adrienne  
2nd – Joe  
Didn't Vote – James  
Motion passed unanimously

- **Motion to approve the following 8U and 6U coaches:**

6U Head - Josh Lewis

Assistants:

- Byron Dike
- Josh Ereckson
- Jeff Olsen
- Tyler Pappas
- Brian Ricks

8U Head - Kyle Palagi

Assistants:

- Jos Baumgart
- Brock Beckner
- Chris Blumberg
- Michael Browne
- Ian Fischer
- Josh Lewis
- Jeff Olsen
- Jeremy Wilde

Motion – Chuck  
2nd – Mike  
Abstain - Melissa  
Didn't Vote – Adrienne  
Motion passed unanimously

- **Motion to approve the following team coaches:**

10U-A Coaches:

Head Coach - Drew Younker

Assistant Coach 1 - Chuck Denowh

Assistant Coach - Roy Sando (assuming all coaching requirements met)

10U-B Gray Coaches:

Assistant Coach 1 - Brian Pfeifer

Assistant Coach - Sabrina Pfeifer

10U-B White & Horns Coaches:

Head Coach - Joel Sheridan

Assistant Coach 1 - Josh Gillespie

10U-B Blue & Biggies Coaches:

Head Coach - Noel Petty

12U-A Coaches:

Head Coach - Bob Richards

Assistant Coach 1 - Brad Bryson (assuming all coaching requirements met)

Assistant Coach - Tom Bremmer

12U-B Coaches:

Head Coach - Justin Kennedy

Assistant Coach 1 - Jed Sexton

Assistant Coach - Bryan Magnason

14U-A Coaches:

Head Coach - Will Parr

Assistant Coach 1 - Rob Smith

14U-B Coaches:

Head Coach - Blake Wheeler

14U-Girls Coaches:

Head Coach - Carrolyn Arrington

Assistant Coach 1 - Amy Seaman

Assistant Coach - Kelly Haniuk

Girls 19U Coaches:

Head Coach - Billie Hohn

Assistant Coach 1 - Julie Kirsh

Assistant Coach - Shae Counts

Assistant Coach - Katherine Berasi

JV Coaches:

Head Coach - Bill Shropshire

Assistant Coach 1 - Tamer Billman

Assistant Coach - Blake Nichols

Assistant Coach - Levi Claussen (assuming all coaching requirements met)

Varsity Coaches:

Head Coach - Adam Senechal

Assistant Coach 1 - Keith Bushnell

Assistant Coach - Chad Hultin

House 1 Coaches:

Head Coach - Shae Counts

Assistant Coach 1 - Pat Doyle

Assistant Coach - Brock Beckner

Assistant Coach - Corey Baker

Assistant Coach - Josh Erikson

House 2 Coaches:

Head Coach - Kent Schlosser

Assistant Coach 1 - Per Frisk

Assistant Coach - Jon Flynn

Assistant Coach - Jamie Clark

Motion – Joe

2nd – Mike  
Didn't Vote – James, Sabrina, Chuck  
Motion passed unanimously

- **Motion to approve James Ellington as 10UB Gray Head Coach.**

Motion – Joe  
2nd – Adrienne  
Didn't Vote – James, Chuck, Sabrina  
Motion passed unanimously

- **Motion to approve Jessica Carlton as Assistant Coach 1 for 10UB Blue and Biggies**

Motion – Chuck  
2nd – Scott  
Didn't Vote – James, Adrienne, Joe  
Motion passed unanimously

- **Motion to approve Drew Monaghan as Assistant Coach for 10U practices only.**

Motion – Chuck  
2nd – Scott  
Motion passed unanimously

#### **Old Business:**

- **Motion to approve September meeting minutes**

Motion - Joe  
2nd - James  
Motion passed unanimously

- **Motion to temporarily store the second set of cross ice boards at Jame's warehouse pending decision to sell or keep the boards.**

Motion - Joe  
2nd - James  
Motion passed unanimously

#### **Coaching Staff Decisions and Policy Improvements**

- The board addressed confusion around assistant coach roles, clarifying that the board approves coach qualifications but team head coaches decide bench assignments, aiming to improve communication and timing of coach approvals (12:50).
- **Drew Monaghan's removal from the bench** was clarified as a team head coach decision, not a board punishment, with Chad emphasizing the policy's three-tier coaching approval and Noel's preference for bench assignments (14:54).
- Board members acknowledged **the timing of coach approvals post-tryouts is problematic**, causing frustration and inefficiency, and agreed to revise offseason timelines to avoid last-minute decisions (19:00).
- The board agreed that **any objections to coaches must be for documented cause** and tied to disciplinary records, preventing personal biases from influencing coaching approvals (19:30).

- It was noted that the board unanimously approved Drew as an assistant coach, but over-involvement in bench placement created confusion; the policy grants **team head coaches full flexibility in bench roles** (21:00).
- The board will offer Drew reimbursement for coaching fees if he chooses not to continue, showing a commitment to fairness given the miscommunication (01:14:00).

### **Roster Management, Player Eligibility, and Compliance**

- The association is actively working to ensure all rosters comply with MAHA and USA Hockey guidelines, particularly for out-of-area and play-up players, to avoid forfeitures and eligibility disputes (59:00).
- **Letters of approval for all out-of-area players have been submitted to MAHA**, with a formal request for MAHA's email confirmation of approvals to ensure eligibility before games start in two weeks (01:02:00).
- Play-up requests falling within MAHA guidelines do not require additional MAHA approval, a point being clarified with MAHA to prevent unnecessary delays (01:04:30).
- Age reps are tasked with **thoroughly reviewing rosters for accuracy and eligibility**, preventing situations like last year's forfeits due to ineligible players (01:06:00).
- Roster submissions must include jersey numbers to align with Game Sheet, and any jersey number changes require coordination with team managers and MAHA to avoid discrepancies (01:08:30).
- Coaches and locker room monitors must be properly registered and compliant with USA Hockey SafeSport and CEP requirements; non-compliance leads to suspension from coaching duties (56:30).

### **Financial Oversight and Budget Status of Yeti**

- The finance team reported Yeti is operating **in the black overall**, with a potential **\$5,000 surplus from last fiscal year still unresolved** due to timing of deposits and reconciliations (42:30).
- Accounting efforts are ongoing to reconcile a **\$2,600 discrepancy in deposits**, with a target to resolve before the next board meeting (45:20).
- The board agreed to maintain **visibility and control over deposits**, preferring treasurer oversight on all incoming funds to reduce risk (46:40).
- Fundraising has been strong with over **\$10,000 raised**, contributing positively to the budget (54:50).

### **Financial Oversight and Budget Status of HAYHA**

- Ice time payments are projected to be covered through **November 2026**, based on current cash flow and incoming dues, with an estimated **80% of members** utilizing the installments payment option (01:37:00).
- The board discussed implementing **monthly financial reporting from committees**, starting November, to monitor budget adherence and forecast potential overruns (55:30).
- Referring fees are under review, with a proposal to move from a flat \$700 fee to a **per-game compensation increasing costs to about \$1,500**, pending executive session and coordination with YETI (53:00).

## Equipment and Jersey Management

- Significant efforts are underway to improve jersey inventory, equipment security, and accountability, addressing losses and ensuring adequate supplies for all divisions (01:48:00).
- **Approximately 22 jerseys were lost last year**, equating to a **\$3,000 replacement cost**, with Bailey leading initiatives to track and recover missing equipment (01:54:00).
- The board supports Bailey's plan to improve equipment room security by limiting key distribution and controlling access, aiming to reduce unauthorized usage and losses (01:50:00).
- Discussion to **purchase approximately 40 reversible game jerseys for the House One division at a cost of about \$3,000**, aligning their equipment more closely with House Two and travel divisions (02:50:50).
  - **Motion to purchase 40 game jerseys for House 1 that are the same style as the current House 2 jerseys.**

Motion - Mike

2nd - Adrienne

Motion passed unanimously

- The association is exploring **issuing tryout jerseys to players that they keep**, to avoid laundering and logistical issues, with cost estimates around \$10 to \$15 per jersey; this will be considered for future seasons (02:04:00).
- The board agreed to better enforce policies that jerseys are for games only and not for practice, improving jersey lifespan and reducing confusion (02:53:00).
- There is ongoing discussion about ordering jersey sizes at registration to better match inventory to player needs and reduce last-minute orders and mismatches (02:00:00).
- Now that 10U will be utilizing GameSheet for live scoring TSL games additional ipads are needed.
  - **Motion to purchase 5 refurbished ipads for \$1,000**

Motion - Sabrina

2nd - Mike

Motion passed unanimously

## Operational and Process Improvements

- The board is focused on improving communication, transitions, and operational workflows to enhance member experience and organizational efficiency (02:33:00).
- To address ice time transition chaos, the board will implement **clear instructions for staggered on/off ice use**, recommending 6U and 8U players exit through locker room adjacent doors while House and 14U enter from benches to reduce congestion (02:41:00).
- The board plans to email age reps and coaches emphasizing that **practice time ends when their scheduled time is up, meaning they need to be off the ice when their time is up, not 5 minutes after** to allow smooth transitions and respect scheduled ice times (02:41:30).
- A proposal to engage older players (14U and 12U) to assist with younger players during transitions is supported to help reduce confusion and foster mentorship (02:38:30).
- The disciplinary committee will streamline complaint handling by moving to a single meeting approach, with preliminary email consensus on whether hearings are needed, reducing delays while maintaining fairness (01:20:30).

- The board is exploring scheduling changes to improve member participation, including possibly moving meetings to Wednesdays or adding short virtual meetings focused on treasurer reports, balancing member availability (02:18:00).

### Strategic Planning and Future Initiatives

- The board is preparing for upcoming key decisions and initiatives that will shape the program's long-term direction and competitive positioning (01:27:00).
- The board is considering submitting Helena's intent to compete in the **USA Hockey National High School Championships by October 31**, with discussions underway about costs and team readiness (01:27:40).
- Grant applications for the 2025-26 season are expected in November, with Joe preparing to write and submit forms on behalf of the board to secure funding for association growth (01:31:30).
- The board is evaluating the **6U/8U jamboree's future**, balancing ice time availability, tournament scheduling, and financial viability, with a decision deferred to the November meeting (01:33:00).
- Tournament director Cory is organizing tournament participation tracking to analyze expenses and equitable fee distribution.
- A 20% fee on new family fundraising platforms like Vertical Raise is noted, with the fundraising committee planning to coordinate association-wide campaigns to maximize effectiveness and compliance (02:57:00).
- The board approved a policy to apply **refunds as credits to member accounts by default**, minimizing financial transaction costs and maintaining funds within the program (02:25:00).

### Executive Session

- **Motion to revise fee schedular payment from lump sum flat fee of \$700 to \$5.00 per game scheduled.**

Motion - Scott

2nd - Adrienne

Motion passed unanimously

- **Motion to approve play-up for Ruth Rossmiller to play up from 14U Girls to 19U Girls.**

Motion - Mike

2nd - Adrienne

Yes - Mike, Adrienne, Scott, James, Joe, Sabrina

No - Chad

Motion passed.

# HAYHA Board Meeting

Meeting Date: September 17, 2025, 05:37 pm

### Attendees:

**Board: In-Person:** Chad, Scott, Adrienne, Sabrina, Chuck

**Virtual:** James, Mike, Melissa

**Board adjacent:** Cory Whitmore, Rachel Schanz, Amber Guge, Baylie Blankenship

**General Attendance:** Kurt Moser, Brenda E

## Notes

### Old Business:

- Motion to Approve the August meeting minutes - Chuck. 2nd - Adrienne. Motion passed unanimously.

### Ice and Facility Operations

- **Humidity issues on the ice rink**, confirmed not related to compressor malfunction (03:25)
  - Temporary air duct installation for moisture removal expected to last **4 days**
  - Players and coaches instructed to be mindful of air duct placement near the south exit
- **Locker room maintenance and conduct concerns**
  - Reports of severe trash accumulation in locker rooms post Yeti and Wolves games (04:35)
  - Lack of locker room monitors noted; Yeti management asked to confirm usage and availability
  - Strict enforcement of **no outside food or drink policy**, especially alcohol, to protect the rinks beer and wine license (05:56)
    - Previous incidents include concealed alcohol (e.g., **12-pack Miller Light**) in bathrooms
    - Enforcement includes immediate ejection of violators after multiple warnings
  - Coaches and teams reminded to clean coaching areas and locker rooms after each practice or game
- **Communication protocol improvements**
  - All rink and ice-related communications must include Scott and Brandon for accountability (07:06)
  - Preliminary discussions should not involve rink staff until booking or final decisions are imminent
  - Clear escalation and documentation of communications stressed to avoid missed details

### Tournament Planning & Team Registrations

- **Tournament registrations and payments**
  - Current outstanding tournament sign-ups primarily in **6U, 8U, and JV divisions**; Billings and Butte tournaments not fully open or confirmed (12:12)
  - Varsity and JV teams confirmed for 3 tournaments each; others mostly committed to 4 (12:55)
  - Remaining HS tournament payments to be partially funded by upcoming **poster fundraiser**
- **Hosting tournaments**

- Potential to host full-ice state tournaments instead of 8U jamboree, with a preference for **12U or higher divisions** due to locker room constraints (15:14)
- Home teams may use Big Horns locker room; out of town teams excluded from this perk
- Blackout dates identified around mid-December; early season preferred for hosting (15:14, 20:04)
- Late-season tournament hosting risky due to Big Horns playoffs scheduling conflicts
- **Strategic direction**
  - The rink would prefer moving away from jamboree format towards full-ice, streamlined tournaments to reduce resource burdens
  - Target to pilot one tournament this season to evaluate interest and logistics
- **Team Declarations**
  - HAYHA declared 12 travel teams to MAHA. Required bond payment is \$600 per team.
    - **Motion to pay MAHA \$7,200 bond - Joe. 2nd - Chuck. Motion passed unanimously.**

## **Officials and Referee Scheduling**

- **Officials fee schedule**
  - New fee schedule aligned with Bozeman officials for fairness across the state (20:30)
  - Current web-based official management platform costs **\$6 per user**, with about **45-50 users** active (22:34)
  - Payments to officials managed via Venmo, with payments due the Monday following games for better accuracy (25:03)
- **Scheduler role and compensation**
  - Amber currently scheduler; agreed to continue for at least one more year (37:02)
  - Scheduler fee historically reimbursed at **\$700/year (~\$4.50 per game)**; Bozeman pays **\$10 per game**
  - Estimated total officials fee budget for season: approximately **\$17,000** for 153 games, plus scheduler fee (~\$20,000 total) (30:40, 32:43)
  - Scheduler handles extensive communication, phone calls, and emails to fill game assignments
- **Training and onboarding**
  - No in-person USA Hockey training required this year; officials to do online training
  - Potential for optional on-ice training during first two weeks of October
- **Official registration deadline**
  - **November 15th** is final date to register as an official for the season
- **Operational improvements**
  - Request for feedback on last years payment and scheduling process to identify areas for improvement

## Equipment and Inventory Management

- **Jersey and goalie gear status**
  - Current equipment room organized; some ancient youth-sized jerseys identified for review (37:30)
  - Photos to be sent to board for decisions on disposal, donation, or reuse (38:54)
  - Existing goalie gear sufficient; knee pads identified as the only immediate need (39:46)
- **Storage and organization**
  - Proposal for Bailey to organize equipment stored under south bench to prevent damage and improve access (42:46)
  - Consideration to relocate or secure nets and other equipment with rink management approval
- **Budget and replenishment**
  - Equipment budget likely maxed out for current year; requests for new purchases to be submitted to the board
- **Cross-ice boards**
  - One set currently stored outside secured by plastic wrap; not a long-term storage solution (43:00)
  - Original purchase cost approximately **\$12,000 per set**
  - Discussion on whether to retain, sell, or donate the boards given limited usage and storage issues
  - Potential buyers include newer associations (Lewistown, Big Sky, Rexburg) needing compliant equipment
  - Storage options considered including renting off-site units (~\$60/month) or building storage on rink property
  - Board consensus to maintain ownership pending further storage solution exploration

## Registration, Background Checks & Compliance

- **Total registered players** currently around **302**, with ongoing registration expected for lower age groups (44:40)
- **Background check issues**
  - Players under 18 cannot complete background checks due to system restrictions; USA Hockey and MAHA clarified this is not mandatory for players under 18 (45:12)
  - Process to identify and follow up with players turning 18 for background checks established
- **SafeSport training**
  - Required for players born in 2007 and 2008; most have completed or are in process
- **Coach compliance**
  - All coaches must have completed background checks and SafeSport training before first practice, deadline December 15th (48:55)
- **Out-of-area player waivers**
  - Process ongoing; MAHA approval required for players from other associations

- Some waivers remain outstanding; follow-up planned to ensure compliance (01:06:47)

## Financial Management & Reporting

- **Profit and Loss reporting**
  - Preference expressed for fiscal year P&L reports (July 1 - June 30) over monthly reports for more accurate financial status (50:00)
  - YETI program finances to be separated for clarity once independent bank account is fully operational (51:00)
- **Significant expenses**
  - Rink expenses of **\$32,000** recorded in August likely covering two months ice payments (53:12)
- **Fundraising**
  - Steak booth volunteer fundraiser generated **\$643** with 8 volunteers; proposal to credit volunteers accounts in lieu of direct payments (01:01:09)
- **Session 2 summer camp refund/makeup**
  - Session 2 capped at 25 participants per group with approximately **103 registered**
  - No makeup session planned due to ice unavailability; consideration to issue an **\$8 credit per participant** pending final board decision (55:00)
- **CD investment**
  - Current CD at Valley Bank earns **0.5% interest** with balance approx. **\$17,000**
  - Treasurer to research and recommend higher-yield, accessible investment options, potentially outside Valley Bank (01:38:58)
- **HAYHA credit card**
  - Request to acquire an association credit card to streamline online purchases, eliminate daily limits, and enhance transaction protection (01:40:15)
  - Treasurer tasked with researching and recommending optimal credit card options aligned with hockey-related rewards or cash back
    - **Motion to open a HAYHA credit card per Rachel's recommendation - Joe, 2nd - Adrienne. Motion passed unanimously.**

## Communications & Calendaring

- **Master calendar implementation**
  - New public-facing **HAYHA Master Calendar** launched with comprehensive listing of all Hey Hop events including tryouts, practices, board meetings, and private ice rentals (01:23:33)
  - Calendar integrates rink scheduling data updated automatically beyond the rinks two-week public limit
  - Rink events (e.g., Big Horns games) included but subject to removal to avoid confusion; manual control over entries recommended
  - Team-specific schedules remain accessible via Crossbar app for detailed updates and last-minute changes
- **Facility room scheduling**

- Video and off-ice workout room usage requires pre-scheduling with rink management, typically **24 hours in advance** (01:31:13)
- Consideration for delegation of scheduling to age division reps or executive staff to reduce administrative burden
- Fitness room usage limited to **10 persons max**; high school workout room included in fees but usage limits to be managed
- **Email distribution lists**
  - Discussion on extending board email distribution to key appointed staff (treasurer, registrar, scheduler) with guidelines on confidentiality and communication boundaries (02:34:00)
  - Proposed use of non-disclosure agreements for appointed members to safeguard sensitive information
  - Email filtering and tagging recommended to improve information triage

## Product and Program Strategy

- **Multi-product evolution**
  - YETI program operating with some budget overruns primarily due to coach reimbursements; fundraising efforts ongoing to offset costs (01:15:33)
  - Operations manual for YETI targeted for completion prior to next season to align policies with Hey Hops handbook while acknowledging divergences (e.g., jersey policies, coaching compensation)
  - Coach compensation at YETI estimated at **\$100-\$150 per hour**, with recent budget overspending linked to increased coaching hours and additional weekend sessions
- **Engagement and inclusion**
  - Approved request to submit waiver for two second-year 10U girls (emergency goalies) to play on 14U girls team, supported by coaching staff and justified by developmental goals (02:07:43)
  - Refunds of **\$200** authorized for out-of-area players who paid full fee prior to discount announcement, pending MAHA approval of team declarations (01:58:34)
- **Jersey procurement**
  - Girls program authorized to request funding for an additional set of **19 new jerseys** for 14U team, to be retained by association for reuse (01:57:52)

## Process Improvements & Policy Updates

- **Tryout committee and team selection**
  - Division Head Coaches have provided a list of recommended coaches involved in team selection for the respective divisions.
    - 10U - Chuck recommended all registered 10U coaches (including James, who is the 10u Division Rep)
      - **Motion to approve recommended 10U coaches for team selection - Chuck, 2nd - Scott. Motion passed unanimously.**
    - 12U - Bob provided a list of three coaches for team selection. Per HAYHA tryout policy, a minimum of two coaches per team will select the teams.
      - Following the meeting, Bob provided a fourth coach.

- **Motion to approve the recommended 12U coaches for team selection - Chuck. 2nd - Scott. Motion passed unanimously.**
  - 14U - Will recommended a list of 5 coaches to participate in team selection.
    - **Motion to approve the recommended 14U coaches for team selection - Chuck. 2nd - Joe. Motion passed unanimously.**
  - Need identified for clear guidelines on roles and possible conflicts when division reps are also coaches involved in team selection
- **Background and SafeSport compliance tracking**
  - Registrar to provide frequent updates to age reps on compliance status to ensure coaches and players meet requirements before practices start
- **Fundraising and sponsorship**
  - Sponsorship form digitization underway with intent to embed on website for easier donor access and management (01:33:43)
- **Handbook and bylaw revisions**
  - Ongoing review of handbook sections 1-6 and bylaws with plans for reconciliation and board approval; bylaw changes require 2/3 vote (01:21:10)
  - Treasurer role description to be updated in bylaws to reflect current operational structure

## Strategic Vision & Competitive Positioning

- **Platform development**
  - Crossbar app and Ice Hockey Systems platform leveraged for scheduling, stats, and communications; association licenses capped at **15 users** with plans to optimize usage and access control (01:35:06)

## Tryouts

- **Tryout policy and team selection**
  - Tryout policy currently allows coaches discretion to move players between A/B or house teams with justification; executive committee member oversees compliance (02:58:34)
  - Recent high school roster approval process revealed significant player movement beyond evaluator rankings, requiring clearer written justifications and communication to parents. However, it was determined that the policy was followed.
    - **Motion to approve the High School roster as selected by the coaches committee - Scott. 2nd - James. Abstain - Joe, Adrienne. Motion passed unanimously.**
  - **Motion to follow last year's roster approval process - Joe, 2nd - Chuck. Motion passed unanimously.**
- Tryout Exemptions
  - **Motion to allow HAYHA member Brett Wagner to play out-of-area in Great Falls for the 2025-26 season - Adrienne. 2nd - ????. Motion passed unanimously.**
  - **Motion to approve a play-up of two second year 10U girls (Norah Fanning and Daisy Denowh) to the 14U Girls team - Chuck. 2nd - Joe. Abstain - Scott. Motion passed unanimously.**

- Non-meeting motion to decrease the girls registration fee by \$200 for out of area players - Sabrina. 2nd - Mike. Motion passed unanimously.
- Motion to refund \$200 to the girls out of area players that paid full fees - Mike. 2nd - Joe. Motion passed unanimously.
- Non-meeting motion to allow Bowen Traynham to miss tryouts (injury) and be placed on a team - Sabrina. 2nd - Adrienne. Motion passed unanimously.
- Non-meeting motion to allow Eli Riddle to miss one day of tryouts (conflict with other travel sport) and be placed on a team - Scott. 2nd - Sabrina. Motion passed unanimously.
- Non-meeting motion to all Ike Duning to miss one day of tryouts (conflict with other travel sport) and be placed on a team - Adrienne. 2nd - Sabrina. Motion passed unanimously.

## Action items

### Scott

- Lead board email distribution review and propose guidelines for inclusion and confidentiality (02:31:17)
- Prepare and distribute email encouraging referee registrations.

### Chad

- Follow up with Jed about storage options for cross-ice boards and update the board (01:48:38)
- Facilitate email communications regarding no makeup sessions for summer camps and discuss credit issuance (56:20)

### Bailey

- Organize South bench storage area equipment to prevent damage and improve accessibility (42:52)

### Amber

- Provide new referee fee schedule to Treasurer and board for budgeting and approval (20:30)
- Assist Rob with official scheduling and payment processes; ensure weekly payment tracking with treasurer (25:03)
- Develop and send official recruitment email for referees prior to Nov 15 (34:00)

### Rachel

- Review financial reports and confirm money availability for refunds and payments (50:33)
- Research high-yield investment options for CD funds at Valley Bank and propose alternatives (01:56:34)
- Research credit card options suitable for association purchases and make recommendation (02:01:24)

### Mike

- Submit jersey funding request for 19U Girls team with visuals to executive committee (01:57:40)
- Send list of out-of-area players eligible for refunds to executive committee (02:00:53)

- Coordinate with Carolyn and submit waiver request to MAHA for second-year 10U girls to play 14U (02:07:59)

### **Chuck**

- Finalize and submit list of approved coaches for 12U tryouts; coordinate with board for approval (02:29:18)
- Continue working on sponsorship forms digitization and fundraising updates (01:53:53)

## **HAYHA Board Meeting**

**Meeting Date: September 8, 2025, - 7:30 pm**

### **Attendees**

**Board:** Chad, James, Scott, Adrienne, Mike, Sabrina, Melissa, Chuck

## **Notes**

### **Team Declarations**

- 10U
  - 35 skaters and 5 goalies registered.
  - James recommends 3 teams of 13, per HAYHA max roster policy. Chuck noted that USA Hockey recommends 9-11 players for 10U teams, and if we decided to move forward with 3 teams, he would like to see a maximum of 12 players per team. Resulting in the assignment of 4 kids to House.
  - Chuck would prefer 4 teams of 10 kids, alleviating the need to assign any registered player to house. Chuck is confident there are enough coaches to move forward with 4 teams. Four teams allows for significantly more ice time during TSL games.
    - In this scenario, the four teams would be consolidated into to 3 teams for non TSL tournaments. The tournament teams would be decided after tryouts at the same time as the TSL team rosters are decided.
  - Motion to declare four 10U teams - Melissa. Second - Chuck.
    - Yes – Chuck, Melissa, Scott, Adrienne, Sabrina
    - No – James, Mike
  - Additional discussion on team break down.
    - Two A and two B
      - Ideal format for scheduling festivals.
    - One A and three B teams.
      - Provides more flexibility to assign competent coaches to head coach positions for B teams.
      - Increases the possibility of having a strong A team as well as three strong B teams.
- 12U
  - 34 skaters and 3 goalies registered.
- 14U

- 33 skaters and 5 goalies registered.
- High School
  - 31 skaters and 5 goalies registered.
- Motion to declare two teams in each of 12U, 14U and HS - Chuck, Second - Adrienne.
  - Motion passed unanimously.
- Girls
  - 19U – 11 skaters & 1 goalie registered. Mike noted there are others from out of town that will still register but are working through getting approval letters.
  - 14U – 15 skaters (including 12U eligible registrants)
  - Motion to declare one 19U girls team and one 14U girls team. – Mike, Adrienne Second.
    - Motion passed unanimously.

### **Tryout Exemptions**

- 10U – Alyzk Kelly's request for a tryout exemption was approved.

# Executive Committee Meeting

**Meeting Date: August 29, 2025, 02:31 pm**

## Attendees

**Board:** Joe, Chad, Scott, Chuck

## Overview

- MAHA declaration deadlines causing confusion; actual deadline for girls team is September 10th, not the previously stated September 3rd, highlighting poor communication from MAHA leadership.
- New MAHA policy restricts play-up exceptions without member vote, raising concerns about executive committee authority and unilateral decision-making.
- Chad to draft letter to MAHA seeking exceptions for players who played up last year if 10-15 girls register on girls' team.
- Multi-association effort anticipated; Joe to connect with Butte, Great Falls, and Bozeman to measure frustrations over MAHA policy changes.
- MAHA's late policy announcement creates planning challenges, contrasting with HAYHA's proactive communication.
- Parent education meetings with Grace scheduled for September 11th and 18th; focus on 6U/8U parents and newcomers with tailored messaging.
- Rachel onboarded as treasurer, with proposed separation of duties to enhance fiduciary controls in financial management.
- Two-board-member access rule for all accounts established to strengthen security and continuity in banking operations.
- \$10,000 budget shortfall identified in YETI program based on registration income; enhanced expense tracking system to be monitored monthly.
- No credit extension policy set for YETI; program cannot exceed available funds, emphasizing financial accountability.

## Notes

### **MAHA Policy and Girls Team Concerns (02:26 - 04:46)**

- MAHA team declaration deadlines causing confusion - Mike concerned about girls team with declarations due September 3rd, but actual deadline is September 10th.
- New play-up policy restrictions implemented by MAHA without association voting, prohibiting most play-up exceptions for current season.
- Executive committee authority concerns - MAHA made unilateral decisions without membership organization input, similar to feared outcomes from previous organizational changes.
- Dave Weaver (Bozeman) unaware of policy changes, suggesting poor communication from MAHA leadership.

- Pre-declaration Zoom meetings scheduled: 14U on September 2nd, 12U on September 3rd, girls on September 3rd, high school on September 4th.

### **Organizational Response Strategy (06:37 - 11:03)**

- Chad willing to draft formal letter to MAHA requesting exceptions for players who played up last year, especially if between 10-15 girls register.
- Multi-association coordination planned - Joe to contact Butte, Great Falls, and Bozeman to gauge frustration levels and potential joint response.
- Timeline concerns highlighted - MAHA's late policy announcement prevents proper program planning, contrasting with HayHa's early policy communication.

### **Parent Education Program (11:37 - 13:05)**

- parent meeting scheduled for September 11th and 18th - Scott to confirm participation and create targeted communications.
- Target audience identified: 6U/8U parents and newcomers to organization, with different messaging for general membership.
- Communication strategy: Make attendance appear required for target groups without explicitly mandating it.

### **Financial Management and Treasurer Transition (14:38 - 20:42)**

- Rachel successfully onboarded as treasurer with QuickBooks access and First Interstate visibility.
- Separation of duties proposed - Rachel for accounting/bookkeeping, president/vice president for payments to maintain fiduciary controls.
- Bylaw modifications needed to reflect new treasurer role structure and payment authorization limits.
- Board communication inclusion - Rachel, Lance, and Corey to be included on board emails with NDA requirements.

### **Banking and Security Improvements (26:55 - 41:30)**

- YETI account setup at Valley Bank proposed, with request for sponsorship given three-account relationship.
- Credit card acquisition recommended over debit card for online purchases and tournament registrations due to security and fraud protection.
- Two-board-member access rule established for all accounts with opposite election year requirement for continuity.

### **YETI Program Financial Oversight (34:01 - 36:04)**

- \$10,000 budget shortfall identified in YETI program based on registration income alone, not including potential sponsorships or budget adjustments.
- Enhanced tracking system implemented by Chuck and Reagan to monitor expenses against budget monthly.
- No credit extension policy established - HayHa will not cover YETI overruns beyond available funds.

## Action items

### **Joe Baumgart**

- Contact associations in Butte, Great Falls, and Bozeman to assess frustration with MAHA policies and potential for joint response (09:35)

### **Scott Fanning**

- Confirm participation in Grace Pond parent meeting and reply to Grace (14:13)

### **Chad Senechal**

- Draft formal letter to MAHA requesting play-up exceptions if girls team has 10-15 players (07:37)

### **Chuck Denowh**

- Work with Joe on Valley Bank sponsorship approach using established sponsorship tiers (41:01)

# HAYHA Board Meeting

**Meeting Date: August 19, 2025, 05:31 pm**

## Attendees

**Board:** Joe (virtual), Chad, James, Scott, Adrienne, Mike, Sabrina, Melissa, Chuck

**Board Adjacent:** Cory Whitmore (Tournament Director), Lance Wilson (Registrar)

**Rink:** Brandon Vonada

**Public:** Stephen Begley, Justin Hicks, Jon Flynn, Rachel Schanz, Casey Schanz

## Pre-meeting Actions

The Board has voted on six non-meeting motions since the July meeting. Summarized as follows:

- Revisions to coaching roles and definitions within the HAYHA Handbook
  - Motion to adopt the revisions - Chuck
  - Second - Mike
  - Motion passed.
    - Yes - Scott, Joe, Mike, Melissa, James, Adrienne, Chuck
    - Did not vote - Sabrina
- Three candidates volunteered for the open Treasurer position.
  - Motion to interview the top candidate, Rachel Schanz - Scott
  - Second - Chuck
  - Motion passed.
    - Yes - Chuck, Scott, Joe, Sabrina, James
    - Did not vote - Adrienne, Melissa, Mike
- Registration fees for 2025/26 season.
  - Motion to approve the following fee structure - Chuck
    - \$275 for House 1 per session
    - \$285 House 2 per session
    - \$185 for 6U/8U per session
    - \$950 for 10U (includes 3 tournaments + State)
    - \$1125 for 12u (includes 3 tournaments + State)
    - \$1225 for 14U (includes 3 tournaments + State)
    - \$725 for 14U/19U Girls
    - \$1600 HS (includes 1 tournament + State)
    - \$175 goalie development
  - Second - Sabrina
  - Motion passed.
    - Yes - Chuck, Scott, Joe, Sabrina, James, Melissa
    - No - Adrienne
    - Did not vote - Mike
- Practice schedule for 2025/26 season.
  - Motion to approve the practice schedule per Chuck's pdf on 8/1 @ 7:33 AM, removing the House games and revising Goalie Development to every other week (attached) - Sabrina
  - Second - Chuck
  - Motion passed.
    - Yes - Chuck, Scott, Mike, James, Melissa, Sabrina, Joe
    - Did not vote - Adrienne

- Uncontested Division Head Coach candidates.
  - Motion to approve the following uncontested Division Head Coaches - Sabrina
    - 6U - Josh Lewis
    - 8U - Kyle Palagi
    - 14U - Will Parr
    - Girls - Billie Hahn
  - Second - Chuck
  - Motion Passed
    - Yes - Sabrina, Joe, James, Scott, Chuck
    - Did not vote - Melissa, Adrienne, Mike
- Tryout Schedule
  - Motion to approve the following tryout dates and times - Chuck
    - FIRST WEEK
 

High School & Goalies

      - 9/15: 5pm to 6pm, High School Skills Session (requires moving Summer Camp back by 45 min - Coach Dahl is okay with that)
      - 9/16: 5:15pm to 6:45pm, High School Scrimmage Session
      - 9/16: 7:00 pm to 8:15 pm, Goalie Session
    - SECOND WEEK
 

14U

      - 9/22 5pm to 6pm, Skills Session
      - 9/23 6:45pm to 8:15pm, Scrimmage Session

12U

      - 9/22 6:15pm to 7:15pm, Skills Session
      - 9/23 5pm to 6:30pm, Scrimmage Session

10U

      - 9/24 5pm to 7pm, Skills & Scrimmage Session
  - Second - Sabrina
  - Motion Passed
    - Yes - Joe, James, Adrienne, Melissa, Mike
    - No - Scott, Chuck
    - Abstain - Sabrina

## Overview

- President clarified Robert's Rules: motions require unanimous consent for amendments or withdrawals post-statement.
- Recent achievements reported: successful summer camp, Lewis and Clark County Fair fundraising, and new 2025-26 season registration launched.
- Rink updates shared: locker room assignments and video room setup in progress; mobile health unit approved.

- Girls Program updates revealed: 19U and 14U coaching preferences noted; board communication required for out-of-area player requests.
- House Program discussed: potential for competitive tournaments for players cut from travel teams to enhance participation.
- YETI financial updates presented; budget adjustments approved pending documentation, with oversight measures suggested for financial management.
- Division head coach appointments confirmed: Bob Richards (12U), Chuck (10U), Adam Begin (high school); recommendations don't ensure head coach positions.
- Player exception requests granted for Carter Richards and Jackson, with pending review for Willow's daughter based on team composition.

## Notes

### **Meeting Setup & Technical Issues (00:01 - 02:28)**

- Roll call completed with all board members present
- Last month's minutes approved unanimously and will be posted to website

### **Robert's Rules Update (04:39 - 05:55)**

- President clarified correction to Robert's Rules procedures - motions cannot be amended or withdrawn without unanimous consent after being stated
- Moving forward, formal motion to amend process will be required with seconding, discussion, and voting

### **Monthly Accomplishments Report (05:56 - 08:25)**

- Comprehensive list of achievements between July-August meetings presented
- Lewis and Clark County Fair fundraising organized
- First successful summer camp hosted with positive feedback survey
- 2025-26 season registration launched with adjusted fees
- Practice and tryout schedules developed
- Qualified treasurer identified for HAYHA
- Updated codes of conduct implemented in registration and website
- Coaching roles defined including new division head coach position
- Qualified division head coaches nominated
- Rink contract negotiations ongoing
- Concussion screening event scheduled
- Try Hockey for Free event planning initiated
- Handbook review and updates begun

### **Communication Issues (08:26 - 10:40)**

- Some members not receiving email communications due to spam filters or delivery issues
- Recommendation made to add sender addresses to contact lists and check website for updates
- All email communications are also posted on website, action-related items posted on Facebook

### **Rink Updates (Brandon Vonada) (10:41 - 16:40)**

- Software setup in progress for lobby TV and locker room assignments
- Request for input on practice locker room assignments Monday-Thursday
- Need game weekend locker room coordination with team size and visitor information
- Action decided: Age division reps responsible for communicating locker room needs for both practices and game weekends
- Video room discussion - room available with table removed, TV setup, approximately 25 high school student capacity
- Mobile health unit coordination approved for parking area with table setup on patio
- Waiting on ice time contract and separate contracts for video room, gym, equipment room from Jed

### **Tournament Scheduling Coordination (17:53 - 22:51)**

- State tournament dates to be added to info calendar by Joe and Scott
- Discussion on post-state tournament practice scheduling - decision to coordinate with coaches on needs up to mid-March
- Current season contract runs through March 15th at preferred rates

### **Division Updates - Girls Program (Mike) (24:44 - 37:35)**

- Girls Division Head Coach, Billy Hahn recommended, prefers age appropriate girls for both the 14u and 19u teams
- 14U coach: Doesn't want many 10U players, prefers 14U and some 12U players
- Carolyn Arrington agreed to coach 12U level for jamborees if needed
- Out-of-area players from Butte and Great Falls interested due to lack of programs in their areas
- Estimated numbers: 25 total 19U eligible girls (10 local, 15 out-of-area), high teens for 14U
- Board decision: Out-of-area and out-of-age requests require board email approval
- **Motion** to charge full registration fee for every rostered player – Mike. 2<sup>nd</sup> – Melissa. Motion passed unanimously.
- Cross-roster question for 14U/19U teams - board leaning toward single team placement rather than cross-roster due to same practice times

### **House Program Updates (40:33 - 43:05)**

- Jon Flynn presented opportunity for house-level competitive tournaments using players from Helena, Big Sky, and Lewistown
- Model would provide travel tournament opportunities for players cut from travel teams
- Big Sky indicated 6-10 players per age group available
- Would focus on B/C level tournaments like Salmon
- Coordination available but not run directly by Helena

### **8U Program (Melissa) (46:55 - 48:30)**

- Tournament registration challenges with noon opening times causing access issues for working parents
- Request for prepaid tournament option or different registration times

- Discussion tabled until next meeting
- Current numbers: 10 registered for 6U, 15 for 8U with some pending registrations

### **10U/12U Program (James) (48:31 - 51:00)**

- Division head coach recommendations submitted
  - **Motion** to appoint Bob Richards as 12U Division Head Coach – James. 2<sup>nd</sup> – Mike. Motion passed unanimously.
  - **Motion** to appoint Chuck Denowh as 10U Division Head Coach – James. 2<sup>nd</sup> – Adrienne. Motion passed unanimously. Chuck Abstained
- Carter Richards play-up request from 10U to 12U
  - **Motion** to approve play-up request and allow Carter Richards to tryout in the 12U division - James. 2<sup>nd</sup> – Adrienne. Motion passed unanimously.

### **High School Program (Adrienne) (51:01 - 54:45)**

- Division head coach recommendation submitted
  - **Motion** to appoint Adam Senechal as High School Division Head Coach – Adrienne. 2<sup>nd</sup> – Mike. Motion passed unanimously. Chad Abstained.

### **YETI Program Financial Updates (Chuck) (58:33 - 01:01:42)**

- Budget adjustments needed: \$500 transfer from miscellaneous to travel/marketing, \$1053 addition for jersey overrun
- Board approved contingent budget with both adjustments pending document review
  - **Motion** to conditionally approve the budget adjustments – Chuck. 2<sup>nd</sup> – Adrienne. Motion passed unanimously.
- Reagan Lozar meeting scheduled for monthly financial reporting setup
- Recommendation for treasurer and board signatory access to YETI account for oversight
- Action required: YETI coaches must have USA Hockey numbers, background checks, Safe Sport certification
- Ice booking clarification: YETI must go through Scott for HAYHA contract rates or book directly with rink as separate entity

### **President Report Items (01:08:38 - 01:11:50)**

- Board members need to update USA Hockey numbers and contact information in the spreadsheet Lance shared
- Conflict of interest forms and volunteer code of conduct requirements for all board members
- **Motion** to pay \$100 per month for unlimited use of the rink video room – Sabrina. 2<sup>nd</sup> – Mike. Motion passed unanimously
- Video room can accommodate team meetings, video analysis sessions for all age divisions

### **MAHA Updates (Joe) (01:13:08 - 01:15:30)**

- Division rep Zoom meetings scheduled, calendar invites sent
- Waiting on MAHA response for scheduling clarifications and Zoom meeting links
- Some scheduling conflicts between MAHA calendar and distributed information

### **Financial Report (Joe) (01:16:21 - 01:20:00)**

- Current account balance: over \$17,000

- Balance does not include, but financial reports now do include, restricted CD funds (~\$17,000) that must be used for growth initiatives, cannot be used for permanent items
- Discussion on better investment options given low interest rates
- Request for expense details in future monthly reports to track balance changes

#### **Tournament Director Report (Corey) (01:40:17 - 01:47:00)**

- Tournament registrations progressing: \$35,932.30 spent to date
- Watford City refund of \$800 coming, bringing total to \$35,132.30
- Approximately 30-40 more tournaments to register across age divisions
- Request for increased daily debit card limit from \$2500 to \$5,000-6,000 for tournament registration efficiency
- Tournaments filling quickly - recommendation for earlier registration to secure spots

#### **Committee Updates (01:47:01 - 01:52:25)**

- Summer Camp Committee: Session one received positive reviews with one constructive feedback about waitlist management
- Try Hockey for Free Committee: \$1,000 budget discussion - \$500 for ice time, potentially \$500 for equipment
- Fundraising Committee: Fundraising solicitation form ready with soft commitments received, Golf event being considered as potential fundraising event

#### **Coach Compensation Policy Development (01:58:52 - 02:13:45)**

- Comprehensive policy presented for non-parent coach compensation
- Funding provided by multi-year family donation, not registration fees
- Compensation structure will be added to handbook
- Policy includes travel expense reimbursement for non-parent coaches
- Requirements include season completion, post-state tournament payment, mandatory evaluations

#### **Handbook Revision Process (02:29:32 - 02:34:00)**

- First 5 section (pages 1-12) distributed for review with one-week timeline
- Three types of updates requested: grammatical, same intent/different wording, actual changes
- Section-by-section approach for manageability
- Include disciplinary policy update for parent/athlete workshop assignment

#### **Treasurer (02:34:29 - 02:36:55)**

- Motion to appoint Rachel Schanz to a one-year term as Treasurer – Joe, 2<sup>nd</sup> – Sabrina. Motion passed unanimously.
- Plan to adjust bylaws for dual-signature check requirement (treasurer plus board member)
- Email transfer and transition planning with Joe

#### **Volunteer Requirements Reminder (02:38:07 - 02:40:30)**

- All coaches/volunteers need Safe Sport certification and background checks (every 2 years)
- CEP classes due December 15th (moved from December 31st)
- Locker room monitors required for all teams

- Board members empowered to verify compliance of ice participants

### **Player Exception Requests (02:43:28 - 02:49:00)**

- Tryout Exception submitted for Jared Senechal due to having broken leg.
  - Motion to allow Jared Senechal to miss tryouts yet still be placed on one of the HS teams based on last year's performance as compared to this year's tryout attendees – Adrienne. 2<sup>nd</sup> – Melissa. Motion passed unanimously. Chad abstained.
- A Girls player from Great Falls has requested to cross roster on both the 14u and 19u girls teams. Mike will ask the parent to submit an email request to the Board.

### **Tryout Committee Formation (02:26:33 - 02:29:00)**

- Committee approved: Christian Clays (tryout coordinator), Sabrina, Scott, Melissa with Chuck as ex-officio
- Four weeks until high school tryouts, five weeks for other divisions
- Electronic evaluation sheets and evaluator roster from previous year available

### **Administrative Tasks (02:39:27 - 02:41:00)**

- Master vendor/account list to be created for all HAYHA relationships and accounts
- Admin email account setup for consistent organizational access
- Action item list maintenance encouraged for all board members

## **Action items**

### **All Board Members**

- Update USA Hockey numbers and contact information in spreadsheet (01:08:38)
- Register as volunteers in crossbar system (01:09:01)

### **Scott**

- Send tryout schedule to Brandon (16:58)
- Add MAHA dates to info calendar (17:53)
- Send conflict of interest form to Chad

### **Chad**

- Get compensated volunteer list to Lance for discount codes (01:25:34)
- Create master vendor/account list for HAYHA relationships (02:39:27)
- Send first handbook section revisions to executive committee (02:29:32)
- Follow up with Robbie on referee program engagement (01:31:14)

### **Age Division Reps (Mike, James, Adrian, Melissa)**

- Coordinate locker room needs for practices via email discussion, then communicate to Brandon (13:42)
- Communicate weekend game locker room needs to Brandon for each division (13:42)

### **Joe Baumgart**

- Add MAHA dates to info calendar with Scott (01:14:40)

- Contact bank regarding increased daily debit card limit for tournament registrations (01:48:17)
- Set up YETI bank account with executive committee member as additional signatory (01:07:00)
- Coordinate treasurer transition with Rachel including Christie introduction (02:36:55)
- Research CD fund restrictions and investment options (01:18:30)

#### **Chuck**

- Develop YETI operations manual as handbook appendix (01:05:16)
- Communicate ice booking policy to YETI program (01:06:54)

#### **James**

- Notify Carter Richards family of play-up approval (02:43:28)
- Send division head coach confirmation emails (52:42)

#### **Mike**

- Handle girls program out-of-area and play-up requests via board email review process (29:38)

#### **Sabrina**

- Continue Try Hockey for Free event coordination including equipment sourcing (01:52:26)
- Apply for referee grant if desired, with potential HAYHA matching funds consideration (01:33:20)
- Contact Bailey regarding equipment inventory for Try Hockey for Free (01:35:46)

#### **Lance**

- Create waitlist registration for 6U/8U if capacity reached (01:21:47)
- Set up discount codes for compensated volunteer positions (01:25:15)

#### **Corey**

- Continue tournament registrations within budget parameters (01:45:33)
- Provide updated tournament registration spreadsheet (01:49:47)
- Coordinate with coaches on post-state tournament scheduling needs (01:21:40)

## **HAYHA Board Meeting**

**Meeting Date: July 15, 2025, 05:30 pm**

### **Attendees**

**Board:** Joe, Chad, James, Scott, Adrienne, Mike, Sabrina, Melissa, Chuck (virtual)

**Rink:** Jed Snyder, Brandon Vonada

**Public:** Tiffany Brunjes, Brenda E. (virtual), Lance Wilson, Will Parr, Amy Dietchler (virtual), Cory Whitmore (virtual), Dana Richards (virtual)

## Inter-meeting Business

- The fundraising committee met on July 2 and provided the following recommendations/action items for the Board:
  - The sponsorship program is the first priority. We are working on a contribution form that outlines general contribution levels, as well as specific programs that a donor can fund. Committee members should add their input to the form over the next few days. The contribution form will be distributed to the Board for review ahead of the next meeting.
  - The committee would like each age division rep to come up with a list of 5-10 prospects (e.g. parents or grandparents who own a business) from their age group for the fundraising committee to solicit. Highschool will provide their list after they have developed the annual poster.
  - The committee has identified several foundation grants that HAYHA would be eligible to apply for. We'd like to send a query to the membership to seek a volunteer grant writer.
  - The committee also has interest in organizing a golf tournament (most likely for next year).
- Chuck provided the Board two options of the new Out-of-Area Policy for review.
  - The v8 option is shorter and allows the board more discretion in how they address each application for an out of area player. The v5 option is more detailed and gives a process, assigns responsibilities, and provides a timeline.
  - Chuck moved to approve the v8 Out-of-Area Policy.
  - Joe Seconded the motion.
  - Motion passed 5 to 2
    - Yes votes. Chuck, Scott, Joe, James, Chad
    - No votes. Mike, Sabrina
    - Did not vote. Melissa, Adrienne
- Chuck moved to add the following language to the Parent Code of Conduct form “I will respect the boundaries beyond which I need permission to go, including the player’s bench, ice surface, and other designated areas within the facility.”
  - Scott seconded the motion
  - Motion passed 5 - 0
    - Yes votes. Chuck, Scott, Joe, Mike, Sabrina
    - Did not vote. James, Melissa, Adrienne, Chad

## Meeting Business

### Meeting Opening & Technical Setup

- All board members present 8 person, 1 virtual
- Approval of previous meeting minutes without changes.

### Rink Operations & Facility Updates

- Due to several missing locker room keys last season, the Rink will be implementing a new policy this upcoming season. Going forward, anyone checking out a locker room key will be required to leave their car keys or a drivers license.
- Jed questioned if HAYHA would be interested in making all locker rooms Co-ed rather than having a girls only locker room. It would free up an additional locker room for game days. The Board will discuss further.
- Chad will schedule a meeting between the Exec. Committee and jed prior to next Wednesday, July 23 to finalize our 2025-26 Ice contract and discuss use of the gym facility.

### Division Reports & Team Planning

- Template development: Division reports to be submitted 48 hours before meetings using a standardized template. Scott has created a template for Division Reps to use.
- Girls hockey: Mike has been coordinating with several surrounding organizations to determine possible numbers for both the 14u and 19u girls teams. Shea has committed to coaching again.
  - Mike and Sabrina have been brainstorming ideas to grow girls participating in hockey.
- House: Shea has also expressed interest in acting as House 1 head coach. House 2 is looking for a new head coach.
- 8U: Melissa has discussed implementing a player cap with last year's Division Head Coach. USA Hockey guidance suggests 60 players maximum at the 8U level.
  - Utilizing a waitlist, was discussed as well as possibly assigning specific kids to House 1 or 6u based on experience level to alleviate the need to turn kids away.
- High School: Discussion of new jerseys for senior year, with recommendation for alternate jersey approach to avoid full replacement costs. Adrienne will finalize the preference of the High School Jersey Committee and bring a recommendation to the Board.

- Yeti: Will Parr provided an update on the Yeti summer development weekends.
  - Reagan Lozar has accepted the role of Program Manager
  - Will requested approval of \$100 in travel expenses and \$150 in administrative expenses that were not included in the previously approved program budget.
    - Scott moved to approve the requested amounts.
      - Mike seconded the motion
      - Motion passed unanimously.
  - Discussion on who should pay the Yeto coaches, HAYHA or Will.
  - Will noted Yeti is considering pulling all teams except the 14U Tier II team out from under the HAYHA umbrella.
    - Chad will schedule a meeting between the Exec. Committee and Yeti representatives to discuss further.
- Practice Planning: Preliminary start of season dates set to include a week gap from tryouts to start of practice. High School would start the week of September 29 and all other divisions would start the week of October 7.
  - Mike moved to approve these start dates
  - Joe seconded the motion
  - Motion passed unanimously

#### MAHA Update

- Joe submitted a MAHA update prior to the meeting. Highlights below.
  - The CEP completion date for coaches has been revised to December 15.
  - 2009 birth year players will need to complete SafeSport training before tryouts.
  - If a parent has to be removed from an arena for discipline reasons MAHA will fine the member's organization.
  - If an organization declares two teams in the same Division, at least one will have to play A

#### Registration & Administrative Systems

- Lance confirmed registration through CrossBar is ready. Lance needs the Board to provide current forms that will need to be filled out by all registrants.
- The Board has discussed, through email, raising registration fees by \$25.00 per player (excluding girls and goalie development) to compensate for increased ice fee costs. Scott noted that last year's travel division registration fees included tournament registration fees for three mandatory tournaments. Those fee's were estimated last year and have increased significantly.
  - ???? moved to raise the base registration fees by \$25.00 for all players excluding girls and goalie development. The overall registration fee may still increase depending on expected tournament fees.
  - ???? Seconded
  - Motion passed 6 to 2
    - Yes votes. Scott, James, Sabrina, Joe, Mike, Melissa
    - No votes. Adrienne, Chuck
    - Did not vote. Chad
- Chuck moved to finalize overall registration fees by maintaining the same overall fees as last year plus the increase in base fee previously voted on.
  - Motion did not receive a second.
- Chuck moved to require Division Reps to recommend new registration fees for their respective divisions within five days of this meeting.
  - Adrienne seconded the motion
  - Motion passed unanimously
- Chad will schedule a supplement Board meeting next week to discuss and approve registration fees as well as discuss practice schedules.
- HAYHA currently has 15 licenses of Ice Hockey Systems software for coaches. Mike moved to maintain 15 licenses.
  - Melissa seconded the motion
  - Motion passed unanimously

Treasurer & Financial Reporting

- HAYHA received an invoice of \$750.00 for tax preparation from Rudd & Co.
  - Melissa moved to approve paying the invoice
  - Adrienne seconded the motion
  - Motion passed unanimously
- Chuck submitted an application for reimbursement of \$145.00 for the Election Buddy website used to create the Board Election poles.
  - Adrienne moved to approve the reimbursement
  - Mike seconded the motion
  - Motion passed unanimously
- Renewal of Board Indemnity Insurance through Berkeley Insurance, cost is \$733.00
  - Mike motioned to renew the insurance policy
  - Adrienne seconded the motion
  - Motion passed unanimously

#### Committee Updates

- Discipline Committee: Committee will draft revisions to the Discipline Policy to include a requirement to attend a Positive Coaching Alliance seminar that Sabrina has been researching.
  - Determine who pays for the course, HAYHA or the member in question.
  - Review the possibility of assigning course topics based on type of infraction.
  - The Discipline Committee will consist of three consistent members, Chuck, Joe and Scott and one member that will vary depending on timing and Division.
- Compensated Coaches Committee developing handbook structure for coach compensation program
- Communications Committee (Executive Committee) to approve all mass communications

- Summer Ice Committee: Coach Dahl has requested the Board distribute a feedback form to all participants of the summer ice development program.
  - Scott will coordinate the Coach and distribute the forms.

#### Governance & Policy Updates

- Bailey Bagby has accepted the role of Equipment Manager.
- Melissa has secured the use of a mobile medical unit and the services of several nursing students to aid in concussion screening. Jed has given permission to utilize rink facilities to host the screening.
  - The Board decided to schedule the screening on multiple days the first week of practice.
- Rob LaChapelle has agreed to continue his role as Ref-in-Chief for the 2025-26 season, but has indicated he does not want to continue in this role much longer.
- Chad will post a video shared by a member that provides a positive message for parents of young athletes to the HAYHA website.
- Chuck has developed a position description for a Tournament Director, a newly created and Board appointed position.
  - Discussion on whether the position should focus on helping Division Reps schedule out of town tournaments or focus on preparing for and running hosted tournaments. The Board will continue to refine the position description. Chuck and Scott will incorporate meeting discussion items into the position description.
  - Cory Whitmore has volunteered to fill the newly created position with the caveat that if his son is playing out of town at the same time as a hosted tournament he will not be in attendance to aid in the operations of the tournament.
  - Adrienne moved to appoint Cory Whitmore to the Tournament Director position.
    - Mike Seconded the motion
    - Motion passed unanimously.
- Chad will add a fundraising link to the bottom of every outgoing email from the HAYHA Info account.

#### Action items

Scott

- Coordinate the Coach Dahl and distribute summer ice feedback forms prior to the beginning of the second session of development.
- In coordination with Chuck, finalize the Tournament Director position description including incorporating meeting discussion items.
- Provide Rink with approved beginning of season dates.
- Review Play It Again Sports agreement documentation (previous meeting action item)

Joe

- Send scheduling meeting requests to division reps (previous meeting action item)

Melissa

- Develop and recommend 8U/6U Division registration fees prior to the end of day on Sunday July 20.

Chad

- Schedule a meeting between the Exec. Committee and Jed prior to next Wednesday, July 23 to finalize our 2025-26 Ice contract and discuss use of the gym facility.
- Schedule a meeting between the Exec. Committee and Yeti representatives to discuss partnership concerns between the two organizations.
- Schedule a supplemental Board meeting next week to discuss and approve registration fees as well as discuss practice schedules.
- Post TED Talk video shared by a member that provides a positive message for parents of young athletes to the HAYHA website.
- Add a fundraising link to the bottom of every outgoing email from the HAYHA Info account.

Chuck

- In coordination with Scott, finalize the Tournament Director position description including incorporating meeting discussion items.

Mike

- Develop and recommend Girls and House Division registration fees prior to the end of day on Sunday July 20.

James

- Develop and recommend 10U/12U Division registration fees prior to the end of day on Sunday July 20.

Adrienne

- Finalize the preference of the High School Jersey Committee and bring a recommendation to the Board.
- Develop and recommend 14U/HS Division registration fees prior to the end of day on Sunday July 20.

Discipline committee (Chuck, Joe, Scott)

- Develop draft revisions to the Discipline Policy to include a requirement to attend a Positive Coaching Alliance seminar that Sabrina has been researching.

## **HAYHA Board Meeting**

**Meeting Date: June 17, 2025, 05:13 pm**

### **Attendees**

**Board:** Joe, Chad, Chuck, James, Scott, Adrienne, Mike, Sabrina, Melissa

**Rink:** Jed Snyder, Brandon Vonada

**Public:** Dani Feist, Tiffany Brunjes, Allison Begley, Lance Wilson, Justin Hicks, Will Parr, Amy Dietchler

### **Inter-meeting Business**

- Chuck provided the entire Yeti program budget on June 4, 2025 and made a motion to approve. Motion was seconded by Scott. Joe proposed an amended motion to approve jerseys and ice time only. Chuck seconded. The amended motion passed.

## Overview

- New board leadership approach emphasizes equal roles and collaborative decision-making, with Robert's Rules of Order adopted for structure.
- Rink expansion plans include Phase 1 (locker rooms) completion by 2026 and new facility by 2029, with ice rate increases approved at non-prime \$240 and prime \$285 per hour.
- Potential for maintaining 14u and 19u girls hockey teams mentioned, dependent on final participant numbers from Great Falls and Butte.
- The full-season Yeti budget was approved.
- Registration system finalized for all age groups, with a coaching application deadline set for August 1 to enhance preparation time.
- Transition of treasurer role discussed with Joe stepping down; net income reported at \$5,840 for FY ending June 30, 2025.
- Fundraising primarily focused on sponsorship programs, with a dedicated committee developing plans for revenue generation.
- Equipment Manager position is open, with Bailey Bagby considered for the role.
- Handbook revisions include incorporation of the Yeti program as an addendum rather than creating a separate handbook.
- Board to finalize rate adjustments for registration via email before the registration period begins.

## Notes

### Meeting Opening & Technical Setup(00:00 - 22:20)

- Meeting recording setup and technical adjustments with Google microphone and wireless display connection
- Scott Fanning established as meeting facilitator using AI transcription software (Firefly) for meeting minutes
- All board members present in person
- Approval of previous meeting minutes without changes.

### **Leadership Philosophy & Meeting Structure(22:20 - 25:23)**

- Chad outlined new board leadership approach emphasizing equal roles and collaborative decision-making
- Introduced Robert's Rules of Order for meeting conduct with printed summaries distributed to board members
- Established goal of efficient meetings through pre-meeting preparation and clear agenda items requiring either action or discussion
- Proposed two-tier agenda system: items ready for action versus items needing general discussion.

### **Rink Operations & Facility Updates(33:35 - 47:04)**

- Jed reported rink painting completed, operations running normally, upstairs construction ongoing with window installation before Bighorn season
- Second sheet expansion timeline: Phase 1 by 2026, complete new facility by 2029 with locker room expansion in phases (26-27 and 27-28)
- Ice rate increases: Non-prime moving to \$240, prime to \$285 per hour, with option to split increase over two seasons (\$12.50 this year, \$12.50 next year)
- Board approved split rate increase approach
- Partnership discussion between rink, Bighorns junior team, and youth program for integrated development system.

### **Division Reports & Team Planning(54:48 - 01:10:09)**

- Girls hockey: Potential 14u and 19u girls teams with support from Great Falls and Butte, pending final numbers
- High school program: Discussion of new jerseys for senior year, with recommendation for alternate jersey approach to avoid full replacement costs
- Team capacity planning: Addressed potential need for additional teams in 12u, 14u, and high school divisions due to growing numbers
- Tryout scheduling: Preliminary dates set for high school (September 15-19) and other divisions (September 22-26).

### **Budget Approval & Financial Management(01:17:28 - 01:32:40)**

- Chuck presented the Yeti yearly program budget

- Board discussion on administrative fees as new precedent for HAYHA, ultimately approved as program-specific compensation
- Budget approved excluding \$500 miscellaneous expenses, with requirement for specific approval of unforeseen costs
- Financial tracking to include all inter-meeting board business in subsequent meeting minutes.

#### Registration & Administrative Systems(01:32:40 - 01:46:01)

- Lance confirmed registration system ready with unified approach for all age groups
- Coaching applications: Deadline set for August 1st with coach selection target of July for better preparation time
- Volunteer registration: Review needed for team manager and volunteer coordinator roles
- Template development: Division reports to be submitted 48 hours before meetings using standardized template.

#### Treasurer Position & Financial Reporting(01:58:21 - 02:34:51)

- Joe transitioning from treasurer role due to other responsibilities, board seeking replacement
- Profit/Loss analysis by division: 8u, 10u, and 12u significantly profitable; 14u moderately profitable; girls programs and high school operating at loss
- Net income: \$5,840 for fiscal year ending June 30, 2025
- Rate increase impact: \$12.50 per hour increase equals \$7,500 additional payment across 600 hours
- Board to discuss rate adjustments via email before registration opens.

#### Committee Structure & Fundraising(02:10:24 - 02:48:03)

- Fundraising Committee focusing on sponsorship program as primary revenue source
- Compensated Coaches Committee developing handbook structure for coach compensation program
- Communications Committee (Executive Committee) to approve all mass communications
- Discussion of player-based fundraising with individual incentives and organizational donation processing.

## Governance & Policy Updates(02:48:02 - 02:59:59)

- 501c3 compliance: Confirmed current website practices meet non-profit guidelines for business listings
- Equipment Manager position: Seeking new candidate, potentially Bailey Bagby, with focus on goalie gear management
- Handbook revisions: Yeti program to be incorporated as addendum rather than separate handbook
- Tournament Director and Coach-in-Chief positions: Detailed job descriptions created for potential board adoption.

## Action items

### Scott Fanning

- Track all inter-meeting board business for inclusion in next meeting minutes (30:59)
- Create action item tracking document and share with board (01:39:29)
- Research and implement AI meeting transcription and summary system (01:39:29)
- Review Play It Again Sports agreement documentation (02:51:04)
- Create division report template and distribute to all reps (01:32:40)

### Joe

- Send Association Contact Forms and Affiliate Agreement Forms for signature (01:34:35)
- Add MAHA important dates to HAYHA calendar (01:35:59)
- Send scheduling meeting requests to division reps (01:37:28)
- Initiate email discussion on registration rate adjustments (02:31:38)

### Melissa

- Create email to membership seeking treasurer candidates (02:03:48)

### Lance

- Launch coaching application when ready (01:54:09)
- Review volunteer registration system and send to board for feedback (01:54:09)
- Create donation processing capability for website (02:13:48)

### Chad

- Email board about coaching application opening (02:40:22)
- Continue work on compensated coaches handbook structure (02:05:37)
- Set coaching application deadline as August 1st on website (02:40:22)
- Contact Bailey regarding Equipment Manager position (02:49:37)

#### Chuck

- Develop sponsorship program details and sponsor recognition structure (02:12:06)
- Create donation form for website integration (02:12:06)
- Edit Coach-in-Chief job description for board consideration (02:58:04)

#### Jed

- Provide gym and video room walkthrough to board for program utilization (01:52:44)
- Confirm tryout dates coordination with rink schedule (02:41:59)

#### Sabrina

- Research and present recommendation for girls hockey teams and partnerships (56:14)
- Include girls hockey interest in membership poll (58:08)

#### James

- Present 12u team structure argument with numbers at next meeting (01:09:38)

#### Board (Collective)

- Review treasure report and TSL budget materials before next meeting (01:30:59)
- Identify treasurer candidate by next meeting (02:02:19)
- Submit officer and committee reports one week before meetings (02:33:37)